Agenda
Village of Glen Ellyn
Finance Commission
Regular Meeting
Friday, May 11, 2018
7:00 AM
Glen Ellyn Civic Center, Room 301

A. Call to Order

B. Public Comment (Non Agenda Items)

C. Approval of Minutes

1. Finance Commission - Regular Meeting - Apr 13, 2018 7:00 AM

D. Financial Reports

1. Village Links/Reserve 22 - Manager's Report - March 2018

2. Village Links/Reserve 22 - Financial Statements - March 2018

3. Finance Director Christina Coyle will present the first quarter 2018 report.

E. Capital Projects Funding

1. Professional Engineer Daubert will present a proposed update to the 5-year Capital Plan.

F. Trustee Liaison Report

G. Chairman's Report

H. Other Business

1. Economic Development Update

2. Next Meeting: Friday, June 8, 7:00AM, Room 301

I. Adjournment

1. Motion to Adjourn

Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact the Village at least 24 hours before the meeting.

Minutes
Village of Glen Ellyn
Finance Commission
Regular Meeting
Friday, April 13, 2018
7:00 AM
Glen Ellyn Civic Center, Room 301

A. Call to Order

Attendee Name	Title	Status
Brenton J. Peck	Commissioner	Present
Lisa A Cleaver	Commissioner	Present
Jose G DeLeon	Commissioner	Absent
Scott R Greeno	Commissioner	Absent
Jeremy S VanEk	Commissioner	Present
Matthew L Halkyard	Chairman	Present
Christopher D. Oakes	Commissioner	Present
John Mulherin	Commissioner	Present

Chairman Halkyard called the meeting to order at 7:03 AM
Also Present: Finance Director Coyle, Village Manager Franz, Assistant Finance Director Thomas and Recording Secretary Haslett.

B. Public Comment (Non Agenda Items)

None.

C. Approval of Minutes

1. Finance Commission - Special Meeting - Feb 16, 2018 7:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Brenton J. Peck, Commissioner
SECONDER:	Christopher D. Oakes, Commissioner
AYES:	Peck, Cleaver, VanEk, Halkyard, Oakes, Mulherin
ABSENT:	DeLeon, Greeno

D. Financial Reports

1. General Fund Update - March 2018

Finance Director Coyle reported December sales taxes received in March 2018 were below budget and lower than the December 2017 amount. Home rule sales taxes were slightly better and right at budget. Sales tax projections were tempered for 2018, given that Mariano's opened in Lombard last year. Income taxes were below budget and for the first time the prior year variance and the budget variance was positive for March. Building permit revenues are doing well with major permits issued for the McDonald's renovation and the College of DuPage improvements. A reimbursement

Minutes Acceptance: Minutes of Apr 13, 2018 7:00 AM (Approval of Minutes)

of $36,780 was received in the prior year from the Glen Oak Country Club as part of the annexation agreement. This was received in February this year. Investment income is up due to an increase in interest rates and the receipt of two (2) distributions from IMET for the partial restitution of the loss incurred back in 2014. According to IMET the Village should recoup approximately half of the $690,000 loss of which the Village has received $96,000 to date.

Finance Director Coyle reported that expenses have increased in Facilities Maintenance from last year because the department is now fully staffed. The Building Department experienced employee turnover which has created the need for temporary help, thereby increasing professional services. Last winter was mild and dry as opposed to this winter which has faced many snow events. Therefore, snow related costs exceeded the entire budgeted amount by $4,762.

2. Village Links/Reserve 22 Financial Reports – January and February 2018

Finance Director Coyle indicated approximately 20 inches of snow were experienced in February and Village Links golf course was not able to open for business. Historically the course is open in February. Since the course was closed, the Links is behind in revenues by about $41,000 from last year. Also the year-to-date number of golf rounds was 128 for 2018 compared to 1,535 last year. At the end of February 2018, the Links was at a loss of $216,000 compared to the $139,000 loss last year. The reduced business at the Links impacts restaurant operations at Reserve 22 where year-to-date revenues were down 1.4% for the restaurant, while banquets increased 9.9% over last year.

Finance Director Coyle said we are still reviewing the reserve policy for the Links and are awaiting a response from the Village's current carrier on whether the current insurance policy will endorse a greens loss. Finance Director Coyle added the Recreation Commission engaged a designer to draft a plan to refresh the Reserve 22 dining room. Village Manager Franz said the Recreation Commission hopes to make a recommendation to the Village Board regarding the dining room re-design at the May workshop.

RESULT:	**DISCUSSION ONLY**

E. Investment Policy and Options

1. Finance Director Coyle will present information regarding the Illinois Investment Trust (IIT) and a proposed update to the Village's investment policy

Finance Director Coyle presented information regarding the Illinois Institutional Investors Trust (IIIT) and a proposed update to the Village's investment policy.
Finance Director Coyle indicated she has reviewed investment opportunities to diversify Village funds because a large percentage of the Village's investments are held at the Illinois Funds. Director Coyle and Chairman Halkyard met with representatives from PFM Asset Management to get information on their company and the IIIT. The Illinois Institutional Investors Trust (IIIT) is managed by PFM

Minutes Acceptance: Minutes of Apr 13, 2018 7:00 AM (Approval of Minutes)

Asset Management and acts primarily as a money market. The IIIT is triple AAA rated by Standard and Poor's. Many area local government invest in the IIIT and PFM operates similar investment pools throughout the country. The current rate of return for the IIIT is 1.69% compared to 1.63% at the Illinois Funds.

Through investing some funds at the IIIT the Village will balance out the investment portfolio. The Village currently has $18 million invested in the Illinois Funds and Finance Director Coyle recommends that between $5 to $9 million of this amount be transferred to the IIIT. Commissioner Peck asked how staff calculated the amount to be invested at the IIIT. Finance Director Coyle responded the proposed amount represents about half of the current investments held at the Illinois Funds. Chairman Halkyard said PFM is a national leader in this area and offer the lowest fees to its investors. Finance Director Coyle said the Village's investment policy will need to change to account for investing at IIIT. The amended policy allows the Village to invest up to 25% of investments at IIIT. Commissioner VanEk recommended removing the words "such as" from Section 11 of the investment policy.

After further discussions, the Commission concurred to make a motion to recommend an investment in the Illinois Institutional Investors Trust to the Glen Ellyn Village Board. Commissioner Mulherin motioned and Commissioner Oakes seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Mulherin, Commissioner
SECONDER:	Christopher D. Oakes, Commissioner
AYES:	Peck, Cleaver, VanEk, Halkyard, Oakes, Mulherin
ABSENT:	DeLeon, Greeno

2. Recommend an Amendment to the Investment Policy.

Commissioner Mulherin motions to recommend an amendment to the investment policy to allow the Village to invest up to 25% of investments at the Illinois Institutional Investors Trust, Commissioner Oakes seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Mulherin, Commissioner
SECONDER:	Christopher D. Oakes, Commissioner
AYES:	Peck, Cleaver, VanEk, Halkyard, Oakes, Mulherin
ABSENT:	DeLeon, Greeno

F. Police Pension Levy

1. Finance Director Coyle will solicit the Commissions input on if the Village should levy separately for Police Pension

Finance Director Coyle explained the Village breaks its property tax levy into two (2) parts: general police operations which was $3.4 million for the 2017 levy and capital projects which was $3.7 million. Chairman Halkyard stated segregating the police

Minutes Acceptance: Minutes of Apr 13, 2018 7:00 AM (Approval of Minutes)

pension allows the Village to communicate to residents the spending for this. Finance Director Coyle indicated another consideration if it were to be segregated, should the police pension levy be increased each year by the actuarial required contribution, regardless of the consumer price index or new growth, which historically guides the corporate levy calculations.

The Commission decided to further discuss this proposal at a future meeting. Commissioner VanEk suggested different scenarios be presented regarding the potential impact to the general levy and if the Village went to a 15-Year Open mechanism for funding the police pension.

RESULT:	**DISCUSSION ONLY**

G. Trustee Liaison Report

Trustee Fasules said the Village Board is working to raise the minimum age to 21 for the purchase of cigarettes. Trustee Fasules added the Village Board is reviewing parking options for the downtown.

H. Chairman's Report

Chairman Halkyard said Commissioner Mulherin will be leaving the Finance Commission and thanked him for his service. Chairman Halkyard said two (2) new commissioners will be on the Finance Commission next month.

I. Other Business

1. IMET Update

2. Economic Development Update

   Village Manager Franz briefed the Commission on the current economic development projects.

3. Next Meeting: Friday, May 11, 7:00 AM

J. Adjournment

1. Motion to Adjourn

   The meeting was adjourned at 8:18 AM

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Mulherin, Commissioner
SECONDER:	Christopher D. Oakes, Commissioner
AYES:	Peck, Cleaver, VanEk, Halkyard, Oakes, Mulherin
ABSENT:	DeLeon, Greeno

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 05/11/18 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Ann Pedersen

SCHEDULED

AGENDA ITEM (ID # 3284) DOC ID: 3284

Village Links/Reserve 22 - Manager's Report - March 2018

Please see attached report.

ATTACHMENTS:

- Manager's Report042318 (PDF)

VILLAGE LINKS

GLEN ELLYN

RESERVE 22 TWENTY-TWO

Manager’s Report for March 2018

Prepared by Jeff Vesevick, General Manager

March 2018 was another poor month for golf, as with 2.6” of snow, and 1.2” of rain, which fell over 7 days. The golf course was closed on 11 days during the first half of March. Carts were grounded an additional 7 days and there were frost delays 9 days. Cool daytime temperatures resulted in little demand for golf.

High Temperatures In March																			
		2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
80º days							7												
70º days		1	1	1			5		1	3		4		1	1	2			3
60º days		3	7	3			8	3	8	8	1	8		3	8	7	3		9
50º days	3	7	11	8	8	3	3	4	6	5	7	6	3	2	3	3	8	5	8
40º days	15	10	6	7	7	10	2	13	13	11	10	4	16	11	11	7	12	14	8
30º days	13	7	5	9	10	16	6	11	3	2	11	6	11	10	8	9	5	11	3
20º days		3	1	2	5	2				2	2	3	1	4		3	1	1	
10º days				1	1												2		
0º days																			
Rain	1.2"	3.5"	2.9"	0.3"	1.1"	1.5"	0.7"	2.7"	1.8"	5.0"	1.5"	2.8"	2.6"	0.7"	4.3"	1.1"	3.1"	1.0"	1.3"
Snow	2.6"	4.5"	2"	8.5"	13"	4"			2"	2"	5"	2"	6"	2"	4"	8"	13"		

GOLF

While the golf course was opened for play February 27 (only the fifth time in our history), the poor weather in March did not invite much play. With little reason to visit the premises, every category of revenue suffered, as monthly revenues, and rounds played were below the average we have had the past 10 years, but a welcome increase over March 2017. Not typically a large revenue month, a good March can help offset some fixed costs.

Attachment: Manager's Report042318 (3284 : Village Links/Reserve 22 - Manager's Report - March 2018)

Golf Revenue March										
	2009	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**
Rounds	1,843	1,869	1,217	4,410	584	486	1,207	2,317	987	1,127
Green Fees	32,319	27,827	13,173	70,504	11,007	8,361	19,041	28,660	12,378	19,117
Driving Range	9,408	9,741	5,134	18,746	0	4,276	9,719	12,304	5,079	6,561
Pro Shop	9,409	5,271	7,333	15,272	5,262	3,692	5,904	8,842	5,427	9,373
Carts	4,892	5,355	2,129	20,658	2,443	1,198	4,326	8,990	3,220	4,480
Resident Cards	16,422	16,260	7,318	13,220	6,590	10,385	11,025	9,965	7,060	8,615
Miscellaneous	7,639	8,591	8,367	8,940	4,493	5,065	8,038	13,888	4,862	7,351
Total Revenue	**73,535**	**67,199**	**45,128**	**151,150**	**30,317**	**40,614**	**66,487**	**93,474**	**38,026**	**55,546**
	March revenues were the fifth worst in the past 10 years for Golf									

Rounds played were up 14% for the month, and are down 50% for the year
Green fees were up 54% for the month, and are down 50% for the year
Driving range sales were up 29% for the month, and are down 44% for the year
Motor Car sales were up 39% for the month, and are down 67% for the year
Resident Card sales were up 22% for the month, and are up 4% for the year

Year to date sales of the popular **Spring Special Memberships** also suffered. 99 memberships were sold, compared to 168 last year, and 205 in 2016. The membership allows golfers to enjoy free weekday green fees in April, and half price weekday green fees in May. Golfers who sign up in March can enjoy the free weekday green fees if the golf course opens. This is the 7th year that the Spring Special Membership has been offered, providing revenue in the dicey Chicago springtime.

The golf staff is also receiving new merchandise daily, in preparation for the season.

Director of Golf Noel Allen, Head Golf Professional Mike Campbell, and Assistant Golf Professional Max Couch each accompanied a team of 4 Village Links golfers to participate in the **Illinois PGA Las Vegas Pro-Am** March 12-15.

Solicitation for the **PGA Jr. League Golf** continued in March. We expect close to 120 junior golfers to participate, this year, as high demand has prompted us to expand this program. This will be our fourth successful season offering the league, which allows kids age 13 and under to learn and enjoy the game in a team type atmosphere. Already recognized as the #1 program in the state of Illinois, the Village Links will likely be recognized as the second largest program in the United States, with the expansion.

The annual lottery drawing for **Weekend Permanent Tee Times** was held on Wednesday, March 7. 78 foursomes registered for weekend morning tee times, which begin April 7, and run through August 26. Participation has been steady the last several years, as 73 of the foursomes registered will participate in 2018, up slightly from the 69 foursomes a year ago.

Attachment: Manager's Report042318 (3284 : Village Links/Reserve 22 - Manager's Report - March 2018)

The annual drawing for the **Over 60 Men's** league, which plays on the 9-hole course on Wednesday mornings, was held on Wednesday, March 21. The league will again accommodate close to 100 golfers each Wednesday morning beginning April 4, and concluding September 26.

RESERVE 22

Reserve 22 reopened on Mondays in March and preparations are underway to open the patio for the season, as furniture was cleaned and re-positioned, heaters were tested, and the bar was cleaned and prepped.

Advertisements were placed and prospects interviewed for seasonal Server and Bartender positions.

Several food and drink specials were promoted during the NCAA March Madness basketball tournament, which drew modest crowds.

The **McNulty Irish Dancers** performed for a crowd of patrons on St. Patrick's Day for the fourth consecutive year. Chef Tom prepared popular Irish fare.

Preparations and promotions are underway for the popular **Easter Brunch**, Sunday, April 1.

RESULTS

	Reserve 22 - March			Year To Date		
Restaurant	**2017**	**2018**	**+/-**	**2017**	**2018**	**+/-**
Beverages	1,659	2,152	29.7%	4,609	4,434	-3.8%
Beer	15,502	16,051	3.5%	34,576	32,420	-6.2%
Wine	6,998	10,186	45.6%	20,656	26,364	27.6%
Spirits	7,747	8,856	14.3%	19,386	20,640	6.5%
Food	40,868	50,573	23.7%	104,141	112,793	8.3%
Total Restaurant	**72,774**	**87,817**	20.7%	**183,368**	**196,651**	7.2%
Banquets	**2017**	**2018**	**+/-**	**2017**	**2018**	**+/-**
Beverages	574	987	71.8%	2,721	2,015	-26.0%
Beer	2,648	1,060	-60.0%	5,907	7,182	21.6%
Wine	3,018	1,032	-65.8%	7,618	5,803	-23.8%
Spirits	3,145	3,913	24.4%	10,357	9,221	-11.0%
Food	11,494	25,979	126.0%	48,913	68,706	40.5%
Misc.	461	2,950	539.9%	2,833	5,761	103.4%
Total Banquets	**21,341**	**35,921**	68.3%	**78,349**	**98,687**	26.0%
Other	3,931	7,585	93.0%	11,341	16,297	43.7%
	2017	**2018**	**+/-**	**2017**	**2018**	**+/-**
Total Reserve 22	**98,046**	**131,324**	**33.9%**	**273,057**	**311,634**	**14.1%**

Restaurant and Bar sales were up 21% for March, and are up 7% for 2018. **Banquet sales** also enjoyed a good month, up 68% from a year ago March, and are up 44% for the year. **Overall sales** were up 34% for March, and are up 14% for the year.

Interviews for the position of Restaurant Manager were concluded, and an official offer was made, and accepted, by **Rainn Incardone.** We are excited for the addition of Rainn to the Reserve 22 team, as she will be primarily responsible for the Front of the House operations. Rainn's first official day is scheduled for Tuesday, April 17.

Grounds

1. Sixty benches were painted and stained
2. Staff plowed/salted 3 days.
3. Litter was removed from the parkways.
4. Staff assisted the Public Works Dept. with grading/seeding prep north of Lake Ellyn.
5. Spring bunker maintenance was completed and bunker rakes were set out.
6. The turf driving range tee was set up.
7. Green covers were installed on the 18 and 9 hole putting greens to warm their soil temperatures.
8. New hazard markers and 150 yard poles were made.
9. Spring branch pickup on the entire golf course was completed.
10. Wooded areas and lakes were delittered.

Mechanical and Building Maintenance

1. The Blue Heron room carpet was cleaned.
2. Two spray rigs were serviced.
3. The 2 e-plex greens mowers were repaired and serviced and 6 cutting units were sharpened.
4. The steering column on fairway mower LF#3 was replaced.
5. The boardroom walls were patched and painted.
6. A tire on the range tractor was repaired.
7. An electric issue was repaired on Cushman #4
8. R22 refrigeration units were cleaned.
9. Five tractors were serviced.
10. Two Procore Aerators were serviced.
11. Equipment on the cooking line was rearranged for efficiency.

Horticulture

1. Trees around the clubhouse and parking lots were pruned.
2. Tropical plants were trimmed, fertilized and watered.
3. Spring Cleaning of landscape beds began.

Attachment: Manager's Report042318 (3284 : Village Links/Reserve 22 - Manager's Report - March 2018)

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 05/11/18 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Ann Pedersen

SCHEDULED

AGENDA ITEM (ID # 3290) DOC ID: 3290

Village Links/Reserve 22 - Financial Statements - March 2018

Please see attached financial statements.

ATTACHMENTS:

- Village Links - Financial Statements - March 2018 (PDF)

VILLAGE LINKS / RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of March 31, 2018

ORG	DESCRIPTION	2018 BUDGET	MONTH 2018	MONTH 2017	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	REVENUES:									
5500	Village Links Revenues	$ 3,001,000	$ 57,736	$ 38,498	$ 19,238	50%	$ 90,985	$ 113,514	$ (22,530)	-20%
5520	Reserve 22 Revenues	2,495,100	131,294	98,085	33,209	34%	311,605	273,057	38,547	14%
	Total Revenues	**$ 5,496,100**	**$ 189,030**	**$ 136,584**	**$ 52,446**	**38%**	**$ 402,589**	**$ 386,572**	**$ 16,017**	**4%**
	EXPENDITURES:									
55700	Administration	$ 388,853	$ 42,951	$ 39,818	$ 3,132	8%	$ 104,715	$ 94,795	$ 9,920	10%
55710	Golf Course Maintenance	854,925	35,268	53,853	(18,585)	-35%	90,153	107,709	(17,556)	-16%
55720	Golf Services	722,646	52,001	47,281	4,721	10%	128,670	103,894	24,775	24%
55730	Reserve 22	2,243,966	180,326	154,969	25,357	16%	403,916	342,661	61,254	18%
55740	Stormwater Management	38,415	413	406	7	2%	960	944	17	2%
55750	Pro Shop Merchandise	176,845	15,986	(1,348)	17,333	-1286%	19,714	8,422	11,292	134%
55780	Motorized Carts	48,620	74	688	(614)	-89%	74	1,036	(962)	-93%
557X5	Mechanical Maintenance	164,290	22,485	15,895	6,590	41%	74,528	54,709	19,819	36%
	Total Operating Expenses	$ 4,638,560	$ 349,504	$ 311,563	$ 37,941	12%	$ 822,730	$ 714,170	$ 108,559	15%
	Operating Income (Loss)	**$ 857,540**	**$ (160,474)**	**$ (174,979)**	**$ 14,506**	**-8%**	**$ (420,141)**	**$ (327,599)**	**$ (92,542)**	**28%**
	Debt Service	652,096	-	-	-	0%	-	-	-	0%
	Capital Expenditures	175,172	26,172	85,111	(58,939)	-69%	26,172	111,814	(85,642)	-77%
	CHANGE IN NET POSITION	**$ 30,272**	**$ (186,646)**	**$ (260,091)**	**$ 73,445**	**-28%**	**$ (446,313)**	**$ (439,413)**	**$ (6,900)**	**2%**

KEY METRICS

	Goal	Month 2018	Month 2017	Month Diff	YTD 2018	YTD 2017	YTD Diff
Personnel Expenses as % of Sales	*46%*	*113%*	*149%*	*-36%*	*114%*	*109%*	*5%*
Cash Balance (End of Month, in $000's)	*$ 1,438*	*$ 975*	*$ 1,353*	*$ (378)*			

Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

VILLAGE LINKS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
GOLF
(Including Administration, Grounds, & Mechanical Maintenance)
As of March 31, 2018

ORG/ OBJECT	DESCRIPTION	2018 BUDGET	MONTH 2018	MONTH 2017	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
5500	**VILLAGE LINKS REVENUES:**									
440550	Green Fees	$ 1,850,000	$ 19,117	$ 12,378	$ 6,738	54%	$ 20,505	$ 41,109	$ (20,604)	-50%
440554	Pro Shop - Sales	195,000	9,373	5,427	3,946	73%	13,338	12,818	520	4%
440555	Motor Carts	560,000	4,480	3,220	1,260	39%	4,480	13,668	(9,188)	-67%
440556	Driving Range	260,000	6,564	5,079	1,485	29%	7,540	13,454	(5,914)	-44%
440557	Resident Cards	32,000	8,615	7,060	1,555	22%	17,540	16,875	665	4%
460100	Investment Income	9,000	2,029	317	1,713	541%	4,934	1,288	3,646	283%
489000	Miscellaneous Revenue	95,000	7,471	4,998	2,473	49%	22,591	14,236	8,355	59%
489100	Miscellaneous - Over/Short	-	87	20	67	342%	56	66	(10)	-15%
	Total Revenues	**$ 3,001,000**	**$ 57,736**	**$ 38,498**	**$ 19,238**	**50%**	**$ 90,985**	**$ 113,514**	**$ (22,530)**	**-20%**
	COST OF GOODS SOLD:									
520945	Cost of Goods Sold - Pro Shop	$ 147,225	$ 12,909	$ (4,434)	$ 17,343	-391%	$ 12,558	$ 1,344	$ 11,214	835%
	Total Cost of Goods Sold	**$ 147,225**	**$ 12,909**	**$ (4,434)**	**$ 17,343**	**-391%**	**$ 12,558**	**$ 1,344**	**$ 11,214**	**835%**
	Gross Profit	**$ 2,853,775**	**$ 44,827**	**$ 42,932**	**$ 1,895**	**4%**	**$ 78,427**	**$ 112,171**	**$ (33,744)**	**-30%**
	OTHER OPERATING EXPENSES:									
510100	Salaries - Pensionable	$ 865,895	$ 72,444	$ 73,730	$ (1,286)	-2%	$ 157,898	$ 160,677	$ (2,779)	-2%
510120	Salaries - Non-Pensionable	219,275	1,212	3,315	(2,103)	-63%	3,178	3,737	(559)	-15%
510200	Salaries - Overtime	4,500	-	1	(1)	-100%	-	1	(1)	-100%
510400	FICA	83,425	5,475	5,702	(227)	-4%	11,999	12,221	(222)	-2%
510500	IMRF	85,710	6,916	7,364	(448)	-6%	15,058	16,029	(971)	-6%
590600	Health Insurance	109,400	11,791	11,658	133	1%	27,253	27,027	227	1%
52XXXX	Contractual Services	535,664	53,546	38,991	14,555	37%	167,598	117,052	50,546	43%
53XXXX	Commodities	343,500	4,885	20,267	(15,382)	-76%	23,272	33,422	(10,150)	-30%
	Total Operating Expenses	**$ 2,247,369**	**$ 156,269**	**$ 161,028**	**$ (4,759)**	**-3%**	**$ 406,256**	**$ 370,165**	**$ 36,091**	**10%**
	Operating Income (Loss)	**$ 606,406**	**$ (111,442)**	**$ (118,096)**	**$ 6,654**	**-6%**	**$ (327,829)**	**$ (257,995)**	**$ (69,835)**	**27%**
	Operating Income (Loss) Percentage	**20%**	**-193%**	**-307%**			**-360%**	**-227%**		

KEY METRICS

	Goal	MONTH 2018	MONTH 2017	MONTH DIFF	YTD 2018	YTD 2017	YTD DIFF
Rounds Played	*72,000*	*1,127*	*987*	*140*	*1,255*	*2,522*	*(1,267)*
Revenue Per Round	*$ 41.68*	*$ 51.23*	*$ 39.01*	*$ 12.22*	*$ 72.50*	*$ 45.01*	*$ 27.49*
Resident Cards Sold	*N/A*	*883*	*703*	*180*	*1,819*	*1,734*	*85*
Cost of Goods Sold % - Pro Shop	*76%*	*138%*	*-82%*	*219%*	*94%*	*10%*	*84%*
Personnel Expenses as % of Sales	*46%*	*169%*	*264%*	*-95%*	*237%*	*194%*	*43%*

Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

VILLAGE LINKS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
GOLF
(Including Administration, Grounds, & Mechanical Maintenance)
As of March 31, 2018

ORG/ OBJECT	DESCRIPTION	2018 BUDGET	MONTH 2018	MONTH 2017	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	MISCELLANEOUS REVENUE									
	Miscellaneous Revenue includes the following items, which don't fit into any of the major revenue categories:									
	Handicap Service		$ 4,725	$ 2,725	$ 2,000		$ 16,655	$ 8,225	$ 8,430	
	Hand Cart Rentals		502	345	157		547	794	(247)	
	Adult & Junior Golf Lessons		805	490	315		1,360	940	420	
	Club Repair		685	820	(135)		901	1,368	(467)	
	Golf Club Rentals		70	-	70		70	30	40	
	Locker Rentals		560	480	80		2,640	2,480	160	
	Sales Tax (1.75%)		120	136	(16)		392	367	25	
	Foot Golf Ball Rentals		-	-	-		10	-	10	
	ATM Machine Commissions		5	-	5		17	16	0	
	Misc./Misc.		-	2	(2)		-	15	(15)	
	Total	$ 95,000	$ 7,471	$ 4,998	$ 2,473		$ 22,591	$ 14,236	$ 8,355	

Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of March 31, 2018

ORG/ OBJECT	DESCRIPTION	2018 BUDGET	MONTH 2018	MONTH 2017	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
5520	**RESERVE 22 REVENUES:**									
441100	Food	$ 1,350,000	$ 76,891	$ 53,416	$ 23,475	44%	$ 181,856	$ 155,240	$ 26,616	17%
441101	Liquor	250,000	12,939	11,070	1,869	17%	30,032	29,916	116	0%
441102	Beer	475,000	17,723	17,655	68	0%	40,247	41,426	(1,179)	-3%
441103	Wine	200,000	11,219	10,015	1,203	12%	32,167	28,274	3,893	14%
441104	NA Beverages	100,000	3,289	2,435	854	35%	6,615	8,090	(1,475)	-18%
441106	Room Charges	-	850	50	800	1600%	1,100	362	738	204%
441107	Service Charges	120,000	8,360	3,444	4,917	143%	19,566	9,750	9,816	101%
489000	Miscellaneous Revenue	100	22	-	22	0%	22	-	22	0%
	Total Revenues	**$ 2,495,100**	**$ 131,294**	**$ 98,085**	**$ 33,209**	**34%**	**$ 311,605**	**$ 273,057**	**$ 38,547**	**14%**
	COST OF GOODS SOLD:									
530400	Cost of Goods Sold - Beer	$ 131,600	$ 5,854	$ 6,603	$ (749)	-11%	$ 10,706	$ 11,495	$ (789)	-7%
530401	Cost of Goods Sold - Wine	78,000	(96)	3,641	(3,737)	-103%	6,740	7,493	(753)	-10%
530402	Cost of Goods Sold - Liquor	45,000	1,173	489	683	140%	5,302	3,318	1,984	60%
530405	Cost of Goods Sold - NA Beverages	35,000	1,581	841	740	88%	1,678	2,880	(1,202)	-42%
530420	Cost of Goods Sold - Food	445,500	32,578	15,738	16,840	107%	68,443	46,941	21,502	46%
	Total Cost of Goods Sold	**$ 735,100**	**$ 41,090**	**$ 27,313**	**$ 13,777**	**50%**	**$ 92,868**	**$ 72,127**	**$ 20,742**	**29%**
	Gross Profit	**$ 1,760,000**	**$ 90,204**	**$ 70,773**	**$ 19,431**	**27%**	**$ 218,736**	**$ 200,931**	**$ 17,806**	**9%**
	Gross Profit Percentage	**71%**	**69%**	**72%**			**70%**	**74%**		
	OTHER OPERATING EXPENSES:									
510100	Salaries - Pensionable	$ 570,000	$ 64,835	$ 54,886	$ 9,949	18%	$ 139,651	$ 116,685	$ 22,966	20%
510120	Salaries - Non-Pensionable	358,500	27,417	23,734	3,684	16%	58,257	40,314	17,944	45%
510200	Salaries - Overtime	22,000	251	2,459	(2,209)	-90%	468	2,459	(1,991)	-81%
510399	Tips Paid Through Payroll	-	621	101	521	517%	2,499	4,810	(2,311)	-48%
510400	FICA	101,146	8,430	7,534	896	12%	17,893	15,359	2,534	16%
510500	IMRF	56,380	6,938	6,769	169	2%	15,023	14,269	754	5%
590600	Health Insurance	70,000	7,169	5,858	1,310	22%	14,338	13,670	668	5%
52XXXX	Contractual Services	197,840	12,879	18,015	(5,135)	-29%	42,268	42,084	184	0%
53XXXX	Commodities	133,000	10,696	8,301	2,395	29%	20,650	20,885	(235)	-1%
	Total Operating Expenses	**$ 1,508,866**	**$ 139,236**	**$ 127,656**	**$ 11,580**	**9%**	**$ 311,047**	**$ 270,535**	**$ 40,513**	**15%**
	Operating Income (Loss)	**$ 251,134**	**$ (49,032)**	**$ (56,883)**	**$ 7,852**	**-14%**	**$ (92,311)**	**$ (69,604)**	**$ (22,707)**	**33%**
	Operating Income (Loss) Percentage	**10%**	**-37%**	**-58%**			**-30%**	**-25%**		

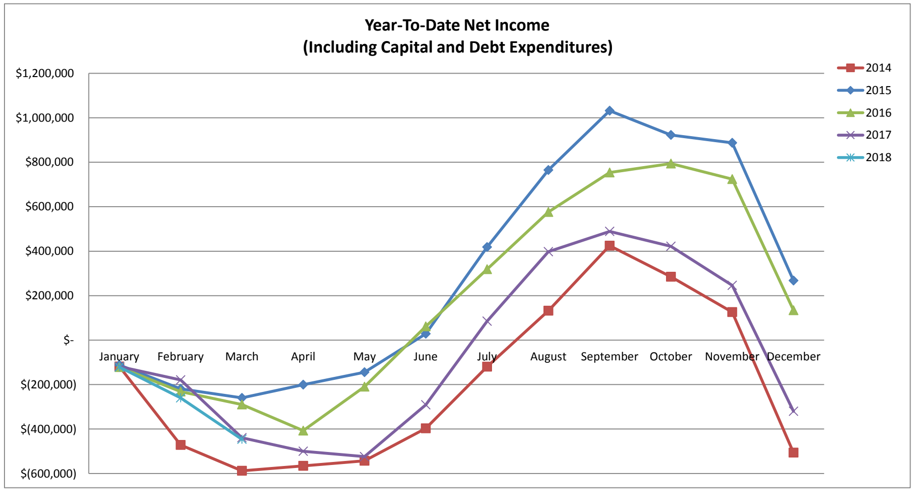
Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

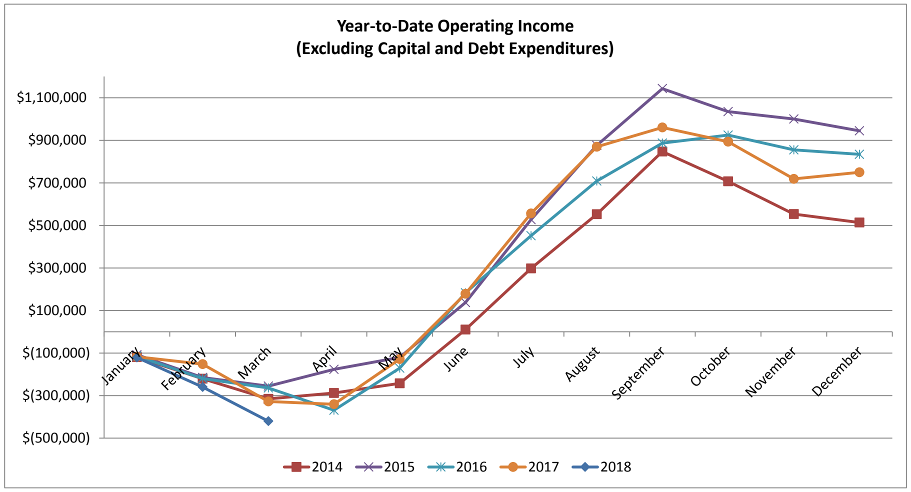
RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of March 31, 2018

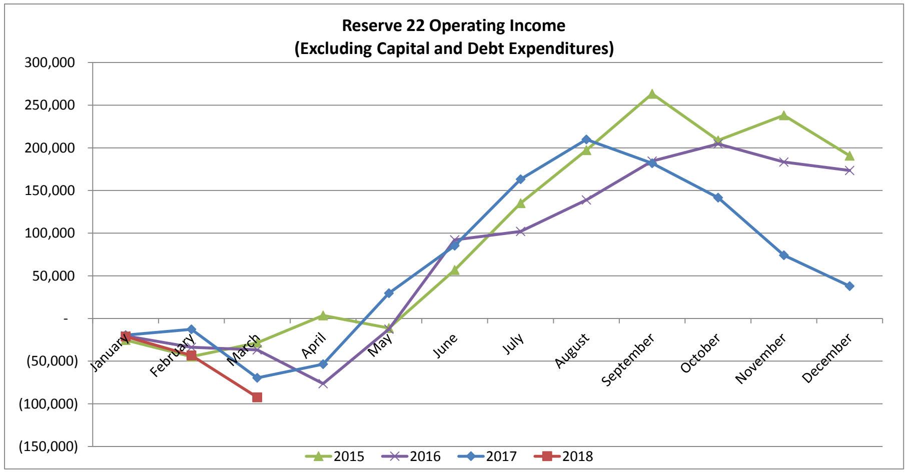
ORG/ OBJECT	DESCRIPTION	2018 BUDGET	MONTH 2018	MONTH 2017	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	KEY METRICS									
		Goal								
	Revenue Source:									
	Restaurant/Bar	*N/A*	*$ 87,810*	*$ 72,781*	*$ 15,029*	*21%*	*$ 196,643*	*$ 183,367*	*$ 13,276*	*7%*
	Banquets	*N/A*	*42,181*	*24,162*	*18,019*	*75%*	*113,593*	*85,627*	*27,965*	*33%*
	Other	*N/A*	*1,303*	*1,143*	*160*	*14%*	*1,369*	*4,063*	*(2,694)*	*-66%*
	Total	*$ 2,495,100*	*$ 131,294*	*$ 98,085*	*$ 33,209*	*34%*	*$ 311,605*	*$ 273,057*	*$ 38,547*	*14%*
	Reserve 22 Revenues (Last 12 Months)	*$ 2,495,100*					*$ 2,422,499*	*$ 2,302,421*	*$ 120,078*	*5%*
	Reserve 22 Expenses (Last 12 Months)	*$ 2,243,966*					*$ 2,407,321*	*$ 2,163,398*	*$ 243,923*	*11%*
	# Guest Checks (Restaurant/Bar)	*N/A*	*2,723*	*2,396*	*327*		*6,297*	*6,068*	*229*	
	Revenue Per Guest Check	*N/A*	*$ 32.25*	*$ 30.38*	*$ 1.87*		*$ 31.23*	*$ 30.22*	*$ 1.01*	
	# Guests (Restaurant/Bar)	*N/A*	*4,956*	*4,313*	*643*		*11,441*	*10,878*	*563*	
	Average Guest Spend	*N/A*	*$ 17.72*	*$ 16.87*	*$ 0.84*		*$ 17.19*	*$ 16.86*	*$ 0.33*	
	# Banquets & Events Held	*N/A*	*29*	*27*	*2*		*64*	*65*	*(1)*	
	Cost of Goods Sold %	*29%*	*31%*	*28%*	*3%*		*30%*	*26%*	*3%*	
	Cost of Goods Sold % (By Category):									
	Cost of Goods Sold - Beer	*28%*	*33%*	*37%*	*-4%*		*27%*	*28%*	*-1%*	
	Cost of Goods Sold - Wine	*39%*	*-1%*	*36%*	*-37%*		*21%*	*27%*	*-6%*	
	Cost of Goods Sold - Liquor	*18%*	*9%*	*4%*	*5%*		*18%*	*11%*	*7%*	
	Cost of Goods Sold - NA Beverages	*35%*	*48%*	*35%*	*14%*		*25%*	*36%*	*-10%*	
	Cost of Goods Sold - Food	*33%*	*42%*	*29%*	*13%*		*38%*	*30%*	*7%*	
	Personnel Expenses as % of Sales	*47%*	*87%*	*103%*	*-16%*		*79%*	*74%*	*4%*	
	Prime Cost (Cost of Goods Sold + Personnel Expenses) as % of Sales	*77%*	*119%*	*131%*	*-12%*		*109%*	*101%*	*8%*	

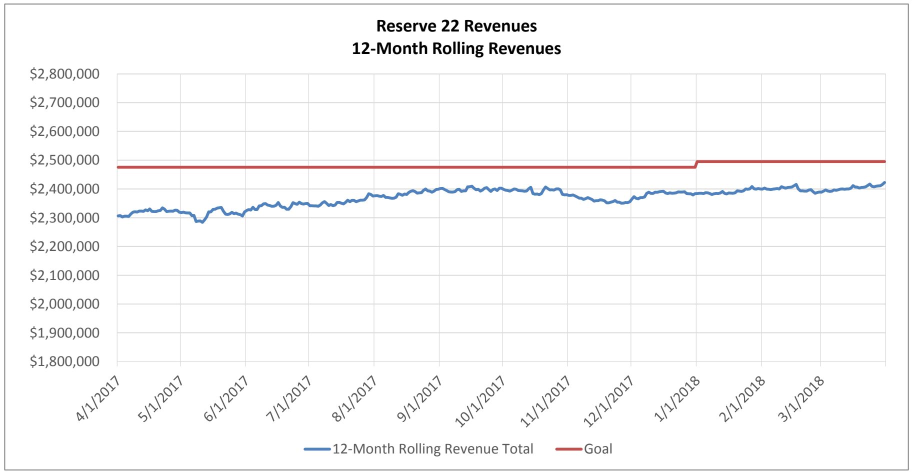
Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

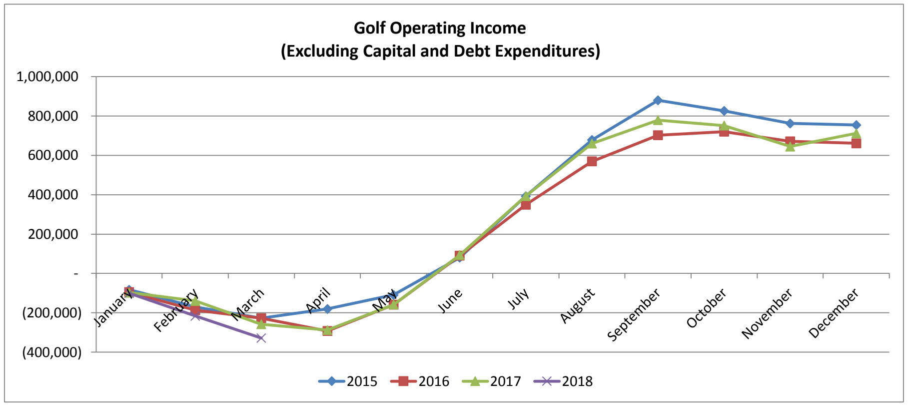
Village Links / Reserve 22
Dashboard Financial Report
As of March 31, 2018

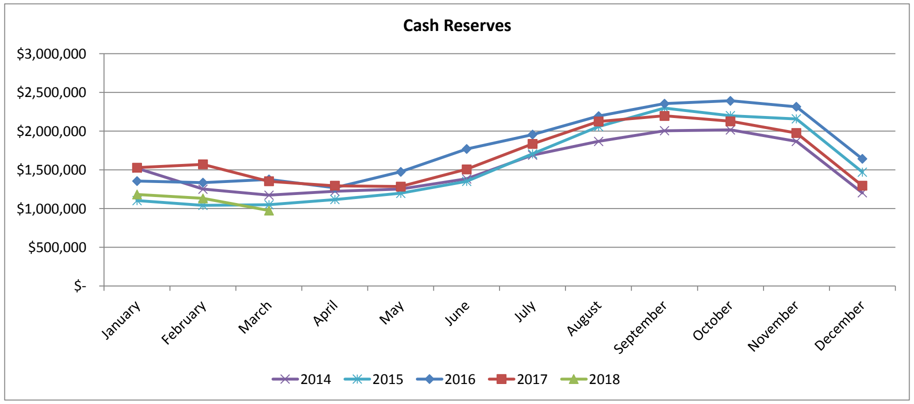












Attachment: Village Links - Financial Statements - March 2018 (3290 : Village Links/Reserve 22 - Financial

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 05/11/18 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3297) DOC ID: 3297

Finance Director Christina Coyle will present the first quarter 2018 report.

Please see the attached report.

ATTACHMENTS:

- Q12018 Quarterly Report (PDF)
- Appendix: Cash and Investment Report 2018-03-31 (PDF)
- Appendix: All Funds Summary March 31 2018 (PDF)
- Appendix: General Fund Financial Update - 2018-03-31 (PDF)

VILLAGE OF Glen Ellyn ILLINOIS

First Quarter Financial Report 2018

For the period January 1, 2018 to March 31, 2018

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Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

ABOUT THIS REPORT

- Unaudited
- Budget basis (cash basis)
- Report will be made available on the Village website

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VILLAGE OF Glen Ellyn ILLINOIS

General Fund

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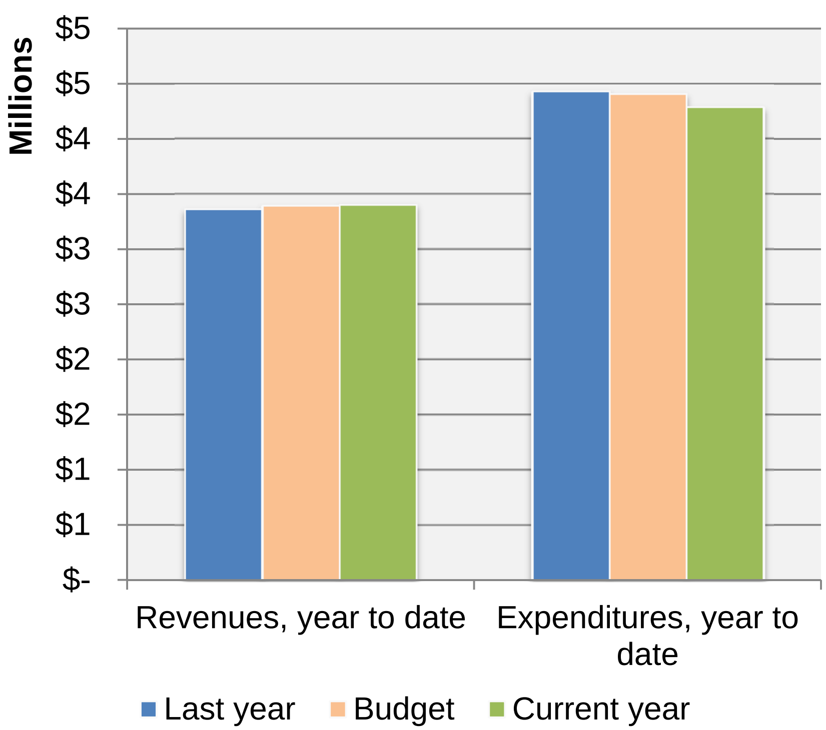
VILLAGE OF Glen Ellyn ILLINOIS

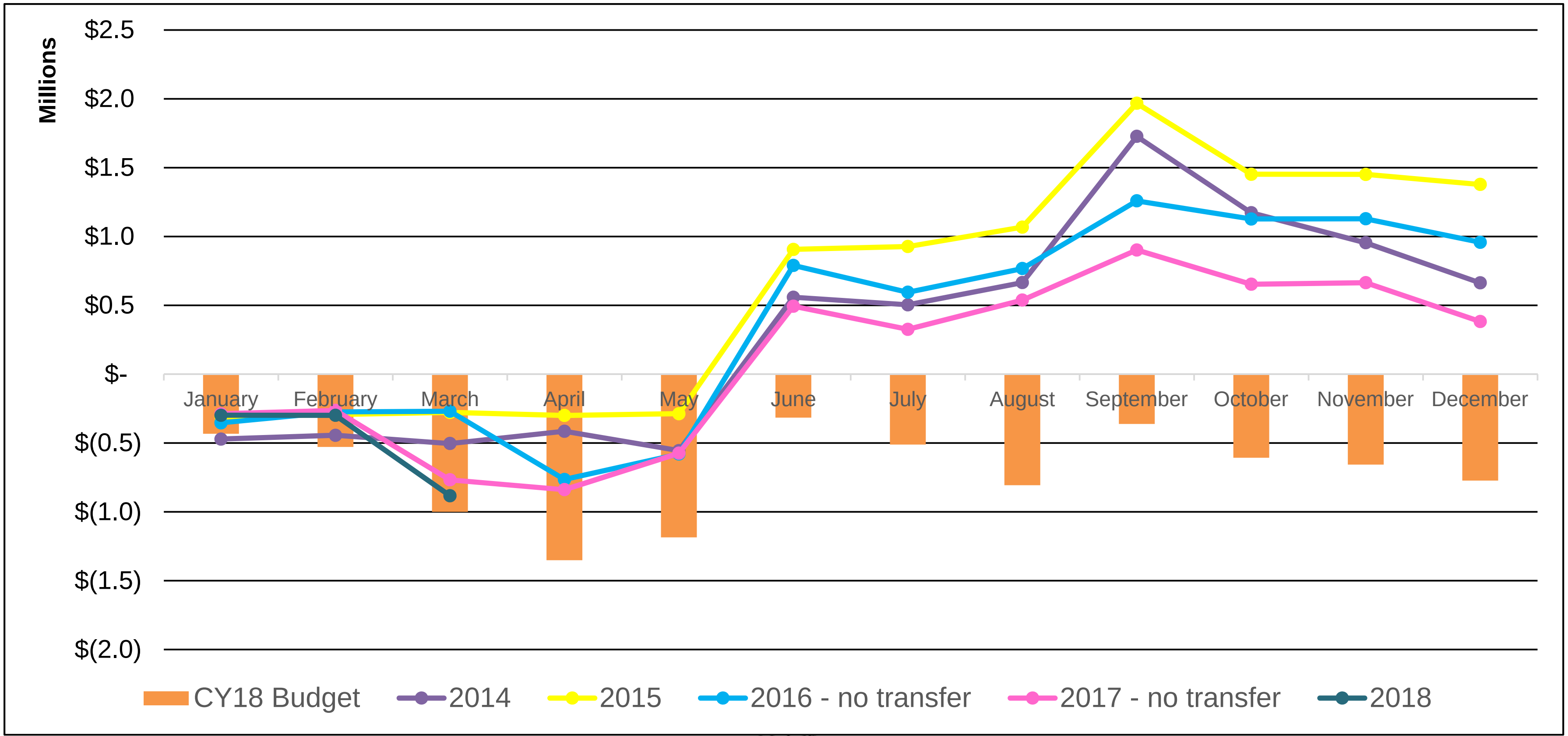
General fund first quarter results



- Revenues in line with prior year and budget
- Expenditures are below the prior year and budget
  - $300K was incurred last year to transfer forfeiture funds to the Capital Projects Fund. A new Forfeiture Fund was created this year, and thus this transfer no longer comes from the General Fund.

VILLAGE OF Glen Ellyn ILLINOIS

General Fund – 5 year historical trend – Cumulative Change in Fund Balance



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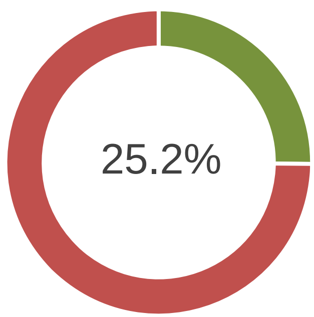
Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

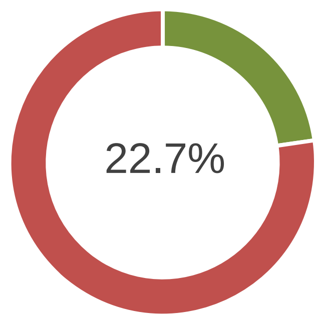
General Fund – Key Revenues

Sales Tax Meter



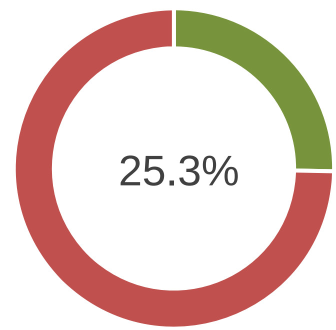
Target
25.5%

HR Sales Tax Meter



Target
23.2%

Income Tax Meter



Target
25.8%

Key revenues are near, but slightly below their target levels

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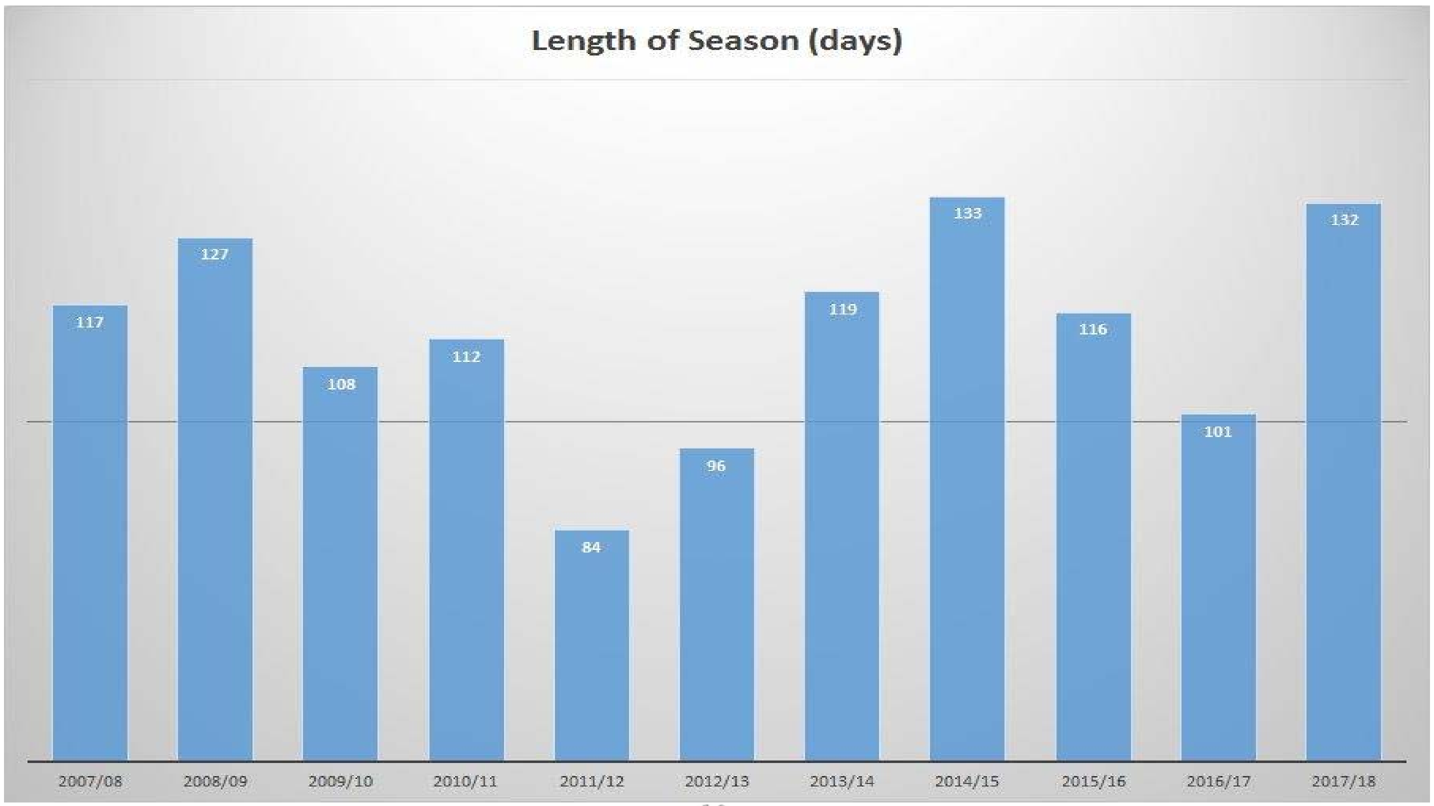
Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

Winter 2017/2018



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VILLAGE OF Glen Ellyn ILLINOIS

Winter 2017/2018

Average length of the snow season over the previous 10 years: 111 days (2018: 132 days, 21 days longer, 19 percent more than average) *as noted in chart in previous slide*.

Average last snow date over the previous 10 years: March 22 (In 2018: April 19, 26 days later than average)

Average number of snow/ice events in March over the previous 10 years: Three (March 2018: four, 33.33 percent more than average)

Average number of snow/ice events in April over the previous 10 years: 0.1. One April event occurred in the previous 10 years. (April 2018: four, 3,900 percent more than average)

- General Fund Budgeted Personnel for Snow: $82,500
- Actual through March: $95,722
- There were still snow events in April and potential for snow October - December

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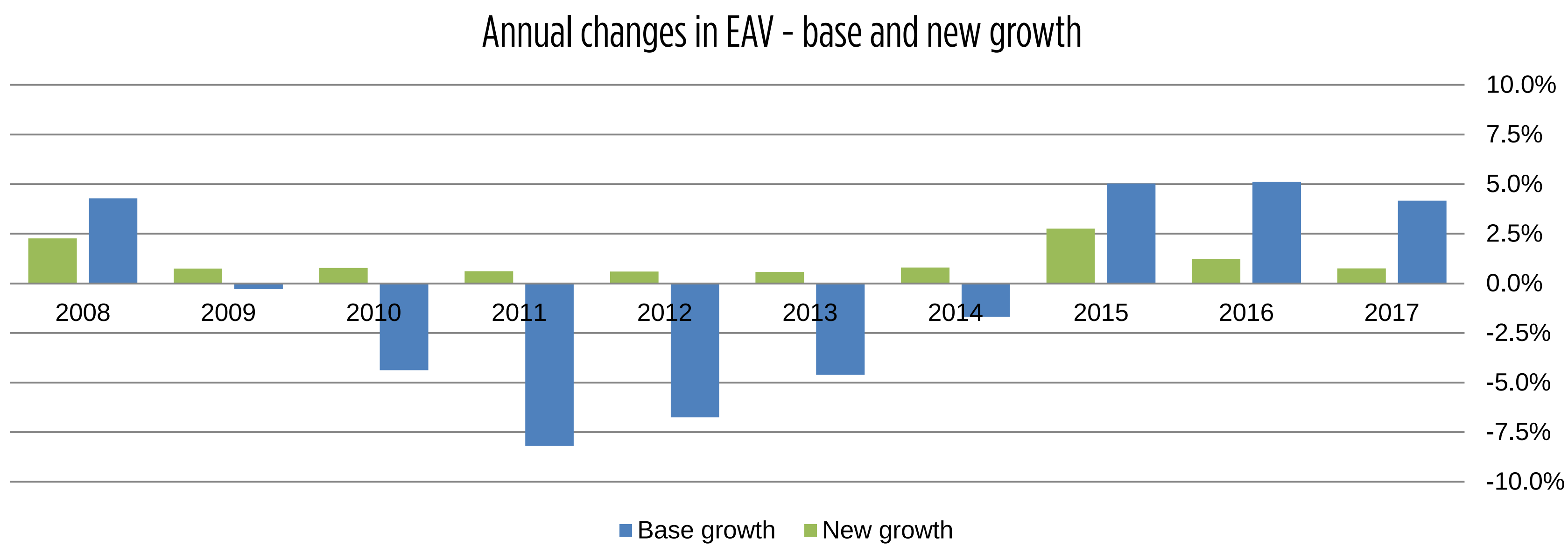
VILLAGE OF Glen Ellyn ILLINOIS

PROPERTY TAX EQUALIZED ASSESSED VALUE (EAV)

2017 EAV statistics were received

Base EAV increased 4.2%

New Growth increased 0.7%



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VILLAGE OF Glen Ellyn ILLINOIS

General Fund

For other General Fund highlights, please see the March General Fund Update (attached)

VILLAGE OF Glen Ellyn ILLINOIS

Village Links/Reserve 22 Fund

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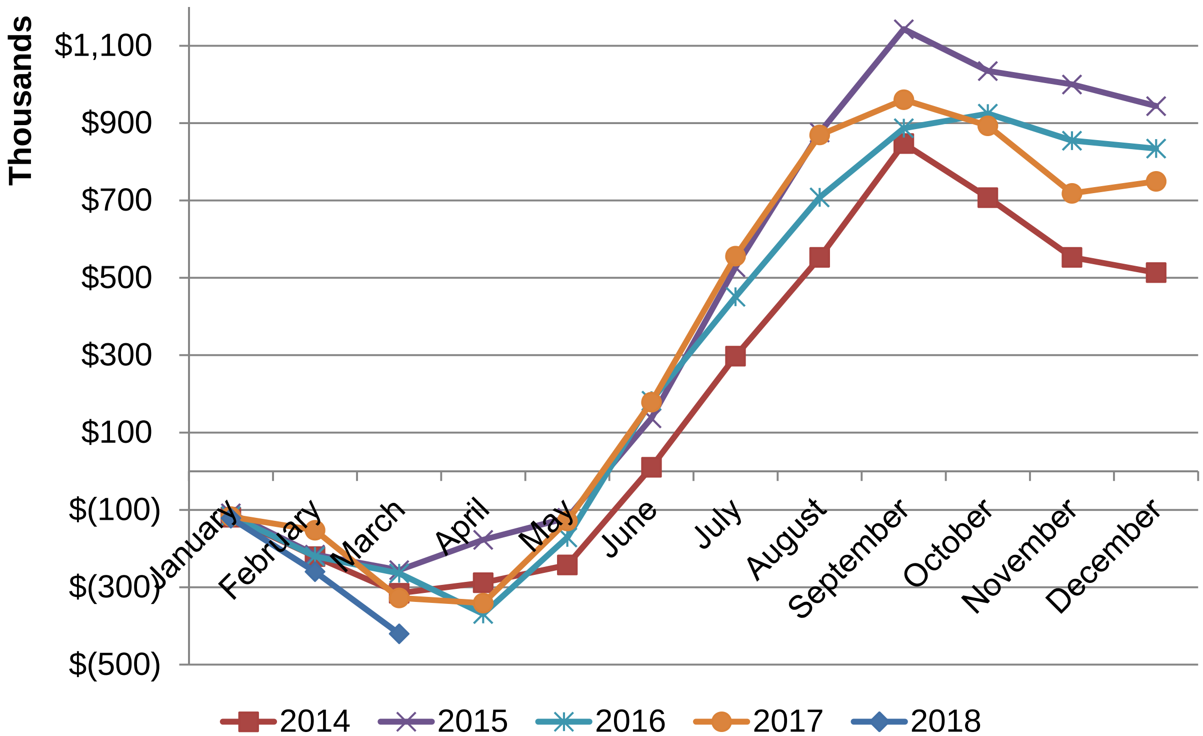
Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

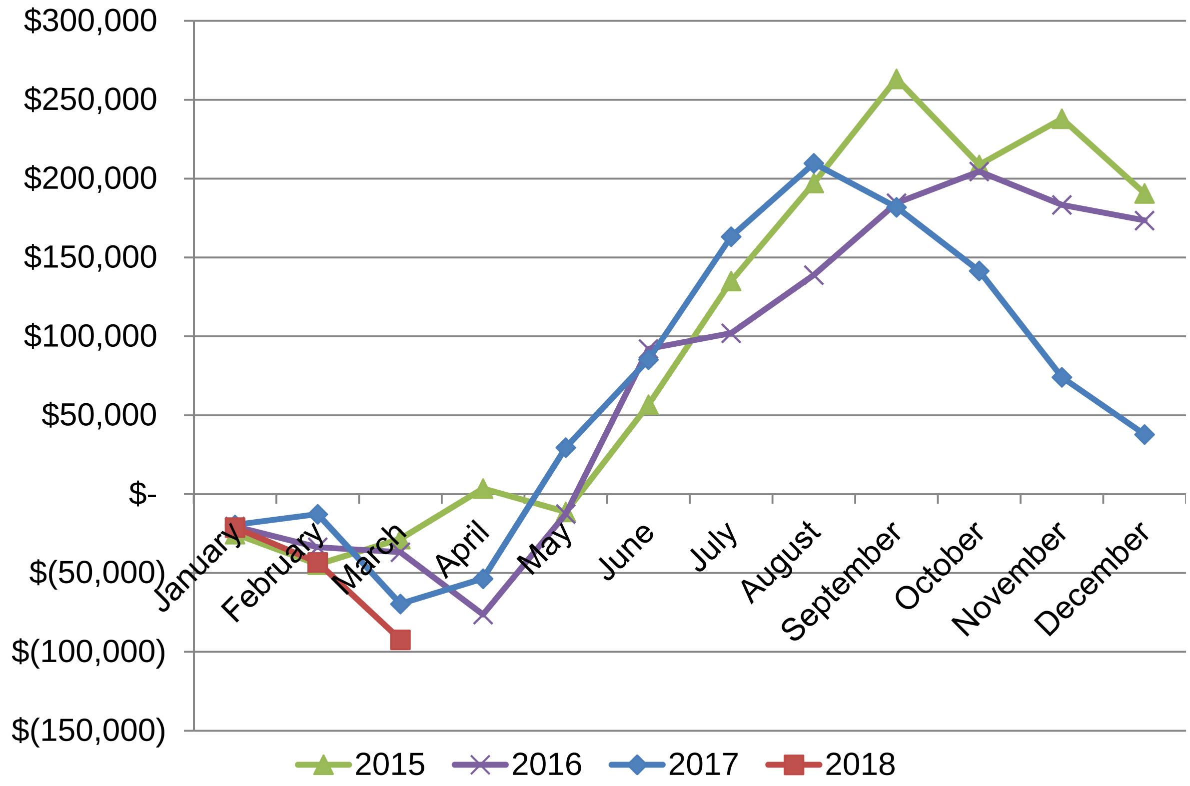
YEAR TO DATE OPERATING INCOME (EXCLUDES CAPITAL AND DEBT)



A very cool and snowy start to 2018 hurt both golf and restaurant. 2018 operating income to-date is the lowest in the five year trend.

VILLAGE OF Glen Ellyn ILLINOIS

YEAR TO DATE OPERATING INCOME – RESERVE 22 (EXCLUDES CAPITAL AND DEBT)



Gross profit was increased by 9%; however operating expenses were increased by 15%, lowering overall operating income from the prior year.

Restaurant sales – up 7.2%
Banquet sales - up 26.0%

VILLAGE OF Glen Ellyn ILLINOIS

MARCH GOLF REVENUES

Golf Revenue March	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Rounds	1,843	1,869	1,217	4,410	584	486	1,207	2,317	987	1,127
Green Fees	32,319	27,827	13,173	70,504	11,007	8,361	19,041	28,660	12,378	19,117
Driving Range	9,408	9,741	5,134	18,746	0	4,276	9,719	12,304	5,079	6,561
Pro Shop	9,409	5,271	7,333	15,272	5,262	3,692	5,904	8,842	5,427	9,373
Carts	4,892	5,355	2,129	20,658	2,443	1,198	4,326	8,990	3,220	4,480
Resident Cards	16,422	16,260	7,318	13,220	6,590	10,385	11,025	9,965	7,060	8,615
Miscellaneous	7,639	8,591	8,367	8,940	4,493	5,065	8,038	13,888	4,862	7,351
Total Revenue	**73,535**	**67,199**	**45,128**	**151,150**	**30,317**	**40,614**	**66,487**	**93,474**	**38,026**	**55,546**
	March revenues were the fifth worst in the past 10 years for Golf									

March revenue was above the prior year, but poor weather kept players from the course.

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VILLAGE OF Glen Ellyn ILLINOIS

Other Notable Items

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OTHER FUNDS

Capital Projects Fund

- Major projects planned for construction season include Park Blvd/Main Street and the Taylor Street pedestrian underpass

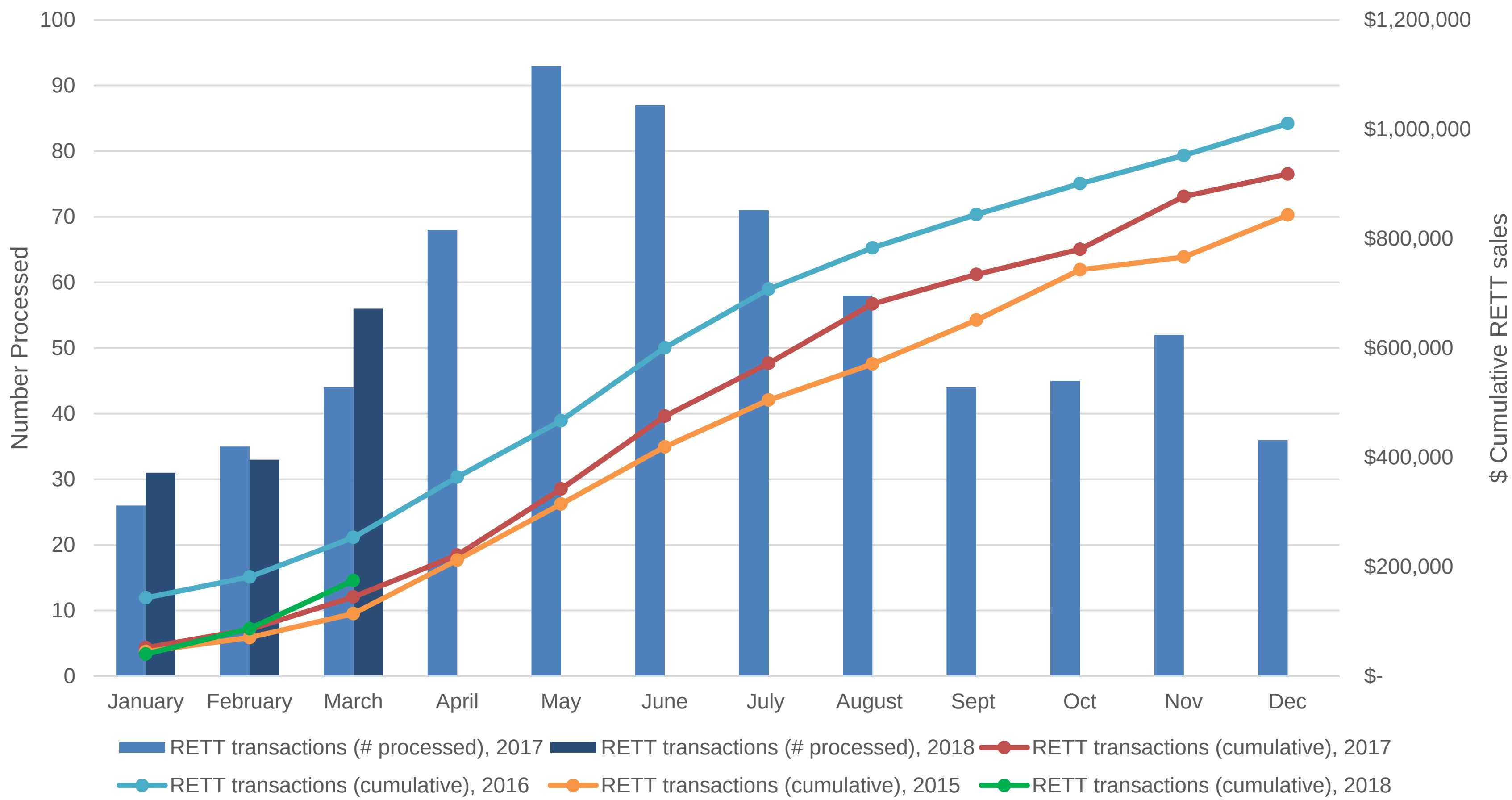
Fire Services Fund

- A prepayment for a ladder truck was made in the first quarter

Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

REAL ESTATE



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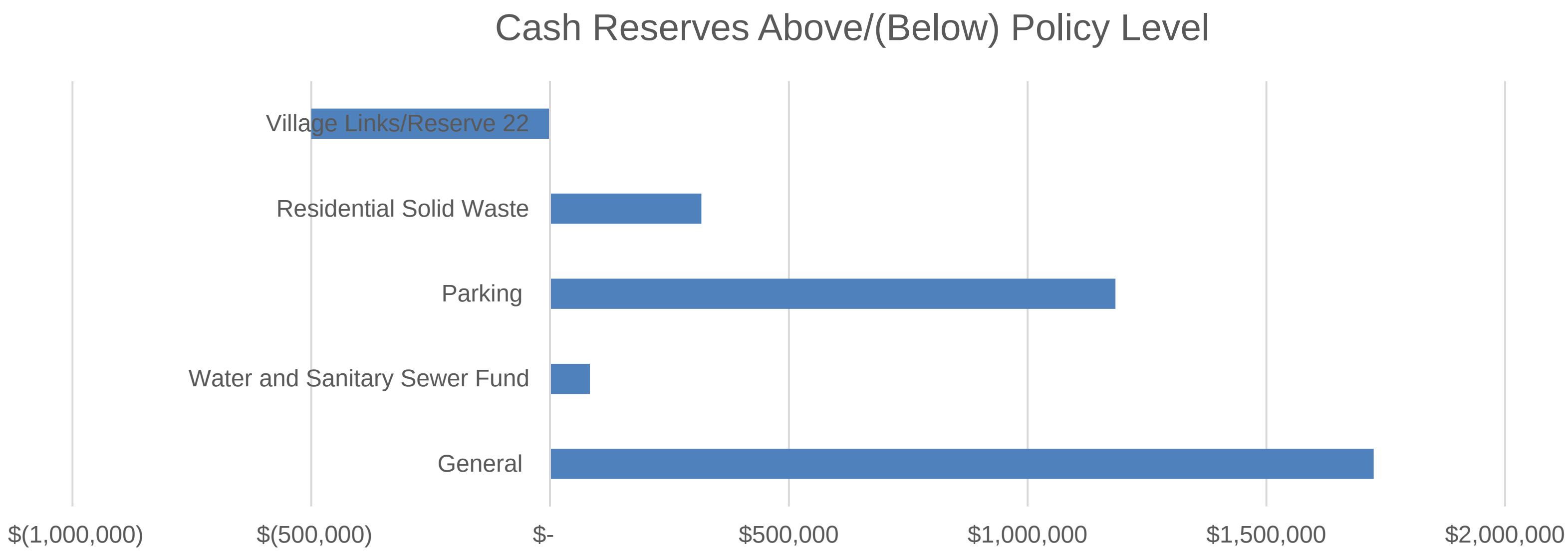
CASH RESERVES



- An update of the cash reserves policy will go to the Board once the Board decides on the policy for the Village Links/Reserve 22.
- A discussion regarding the General Fund cash above reserve levels will happen with the Board after the 2017 audit is finalized.

Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

POLICE PENSION INVESTMENT PERFORMANCE

	3mo	1 YR	3 YR	5 YR	10 YR
Fund performance, net of fees	-0.8%	7.0%	4.8%	5.6%	5.5%

Long term target – 6.5%

- Marquette Associates took over management of the portfolio in January 2017
- First quarter 2018 was tumultuous for the markets

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Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

VILLAGE OF Glen Ellyn ILLINOIS

APPENDIX

1. **Cash and Investments Report, March 31, 2018**
2. **All Funds Summary, March 31, 2018**
3. **General Fund Update, March 31, 2018**

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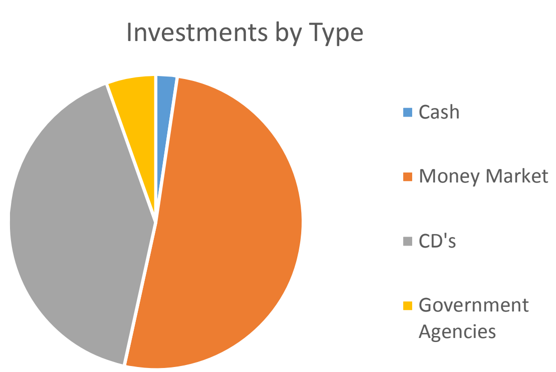
Attachment: Q12018 Quarterly Report (3297 : Q12018 Quarterly Report)

Village of Glen Ellyn
Schedule of Cash and Investment Balances
For the Month Ended March 31, 2018

Summary of Investments by Type	Par Value	Market Value	Maturity < 1 year	1-3 years
Cash/Checking	$ 970,392	$ 970,392	$ 970,392	$ -
Cash/Checking - Federal Drug	58,177	58,177	58,177	-
Cash/Checking - FLEX	30,367	30,367	30,367	-
Cash/Checking - Seized Property	26,984	26,984	26,984	-
Money Market - IL Funds	17,874,642	17,874,642	17,874,642	-
Money Market - IL Funds State Drug	18,134	18,134	18,134	-
Money Market - IL Funds Fed Drug	725,413	725,413	725,413	-
Money Market - IL Funds MFT	766,506	766,506	766,506	-
Money Market - IL Funds 2015 Bonds	648,124	648,124	648,124	-
Money Market - IMET Convenience Fund	3,601	3,601	3,601	-
PMA Portfolio - Money Market	3,418,169	3,418,169	3,418,169	-
PMA Portfolio - CD's	18,871,638	18,636,012	13,796,247	4,839,765
PMA Portfolio - Government Agencies	2,500,000	2,488,716	1,497,414	989,349
	$ 45,912,147	**$ 45,665,237**	**$ 39,834,170**	**$ 5,829,114**
			87%	**13%**



Portfolio Concentration	Percent of Portfolio	Policy Limit
Cash/Checking Total (Glen Ellyn Bank & Trust)	2.31%	25%
IL Funds Total	43.63%	75%
IMET Total	0.01%	25%
PMA Total	53.99%	N/A

Investment Income	FY2018	FY2017
Investment Income	$ 162,057	$ 46,563

Investment Performance	FY2018	FY2017
Average Yield YTD - IL Funds	1.381%	0.638%
Average Yield YTD - IMET Convenience Fund	1.066%	0.797%
Average Yield YTD - PMA[1]	1.469%	0.929%
Benchmark - Three Month T-Bill	1.473%	

1 PMA Account was opened in October 2016

Attachment: Appendix: Cash and Investment Report 2018-03-31 (3297 : Q12018 Quarterly Report)

Village of Glen Ellyn
Exhibit A - Analysis of Available Cash Reserves
For the Month Ended March 31, 2018

	Fund	A	B	C	D	E	F	G	H	I	J	K
		Last Year Cash & Investment Balances	Current Year Cash & Investment Balances	Less Encumbrances	Less Deposits/ Other	Restricted by Statute	Assigned for Capital Projects	Assigned for 2018 Budget Deficit	Assigned for Liab/Health Ins.	Balance Subject to Reserve Policy	Less Minimum Reserve Policy	Cash Above Minimum Policy
1	General	$ 9,821,308	$ 9,240,766	$ (399,104)	$ (957,456)	$ -	$ -	$ (600,714)	$ -	$ 7,283,492	$ (5,558,683)	$ 1,724,809
2	Corporate Reserve	79,352	797,485	-	(682,430)	-	-	-	-	115,055	-	115,055
3	Motor Fuel Tax	728,169	766,506	(163,191)	-	(603,315)	-	-	-	-	-	-
4	Fire Services Fund	1,215,943	1,014,315	(82,165)	-	-	(932,150)	-	-	-	-	-
5	CBD TIF	219,131	278,529	(63,100)	-	(215,429)	-	-	-	-	-	-
6	Roosevelt Road TIF	-	18,818	-	-	(18,818)	-	-	-	-	-	-
7	Forfeiture Fund	-	828,207	-	(300,000)	(528,207)	-	-	-	-	-	-
8	Debt Service	41,664	41,437	-	-	-	-	-	-	41,437	-	41,437
9	Capital Projects	14,669,855	7,765,659	(2,641,350)	-	-	(5,124,309)	-	-	-	-	-
10	Facilities Maint Reserve	970,511	1,680,407	(284,763)	-	-	(1,395,644)	-	-	-	-	-
11	Water and Sanitary Sewer Fund	11,632,451	13,678,317	(1,754,762)	(228,837)	-	(9,350,229)	-	-	2,344,489	(2,261,000)	83,489
12	Parking	1,528,847	1,508,733	(18,220)	-	-	(235,000)	-	-	1,255,513	(71,396)	1,184,117
13	Residential Solid Waste	631,333	716,496	-	-	-	-	-	-	716,496	(399,600)	316,896
14	Village Links/Reserve 22	1,352,723	974,836	(26,971)	(10,113)	-	-	-	-	937,752	(1,438,000)	(500,248)
15	Insurance	1,523,153	1,590,431	-	-	-	-	-	(1,590,431)	-	-	-
16	Equipment Services	4,334,530	4,764,295	(186,310)	-	-	(4,724,559)	-	-	(146,574)	-	(146,574)
		$ 48,748,970	$ 45,665,237	$ (5,619,936)	$ (2,178,836)	$ (1,365,769)	$ (21,761,891)	$ (600,714)	$ (1,590,431)	$ 12,547,660	$ (9,728,679)	$ 2,818,981
17	Police Pension	27,979,595	29,716,304	-	-	(29,716,304)	-	-	-	-	-	-

(a) Encumbrances represent the unexpended portion of approved contracts for goods and services as of the end of the quarter. While encumbrances are not expenditures, they do represent a reduction in the level of available spendable cash.

(b) See Reserve Policies at the bottom of this sheet.

(c) This is the balance above the minimum policy. Not all funds that are above the minimum policy are available to be spent. Many fund's cash is restricted to the purpose for which the fund exists. Balances may exist for capital spending, grant/federal restrictions, etc., and may not be available for general use.

The Cash Reserve Policies are listed below:

1. **General Fund** - Amount subject to reserve is 30% of operating expenditures.
2. **Water and Sanitary Sewer Fund** - Amount subject to reserve is $2,261,000, which will be adjusted annually by CPI-U or 3%, whichever is less.
3. **Parking Fund** - Amount subject to reserve is 31% of operating expenses.
4. **Residential Solid Waste Fund** - Amount subject to reserve is 25% of operating expenses
5. **Recreation Fund** - Amount subject to reserve is 31% of operating expenses.

VILLAGE OF GLEN ELLYN
ALL FUNDS SUMMARY
FOR THE QUARTER ENDED MARCH 31, 2018

	Current Year Activity								Prior Year Activity				
	Revised Budget			Year to date					Year to date				
Fund	Revised Budget Revenues	Revised Budget (Expenses)	Net Income (Loss)	Year to date Revenues	Expenditures (Expenses)	Net Income (Loss)	Encumbrances	Net Income Less Encumbrances	Year to date Revenues	Expenditures (Expenses)	Net Income (Loss)	Encumbrances	Net Income Less Encumbrances
Governmental Funds													
General	$ 18,647,744	$ 18,819,951	$ (172,207)	$ 3,404,874	$ 4,287,701	$ (882,827)	$ 399,104	$ (1,281,931)	$ 3,363,131	$ 4,430,513	$ (1,067,382)	$ 251,996	$ (1,319,378)
Debt Service	1,457,726	1,457,976	(250)	84	-	84	-	84	18	-	18	-	18
Capital Projects	10,415,221	14,461,282	(4,046,061)	779,845	1,346,467	(566,622)	2,641,350	(3,207,972)	956,869	2,711,738	(1,754,869)	10,231,019	(11,985,888)
Corporate Reserve	548,100	143,000	405,100	17,577	-	17,577	-	17,577	16,238	-	16,238	-	16,238
Motor Fuel Tax	723,300	922,616	(199,316)	181,691	125,248	56,443	163,191	(106,748)	190,308	43,364	146,944	212,970	(66,026)
Central Business District (CBD) TIF	156,000	439,600	(283,600)	333	41,500	(41,167)	63,100	(104,267)	148	21,140	(20,992)	42,750	(63,742)
Roosevelt Road TIF	40,100	82,000	(41,900)	-	-	-	-	-	-	-	-	-	-
Forfeiture	-	433,000	(433,000)	177,617	35,291	142,326	-	142,326	-	-	-	-	-
Fire Services	1,872,400	1,712,036	160,364	409,701	1,161,111	(751,410)	82,165	(833,575)	202,259	229,557	(27,298)	-	(27,298)
Facilities Maint Reserve	304,200	1,161,070	(856,870)	298,369	89,600	208,769	284,763	(75,994)	63,200	16,398	46,802	72,054	(25,252)
TOTAL GOVERNMENTAL FUNDS	**$ 34,164,791**	**$ 39,632,531**	**$ (5,467,740)**	**$ 5,270,091**	**$ 7,086,918**	**$ (1,816,827)**	**$ 3,633,673**	**$ (5,450,500)**	**$ 4,792,171**	**$ 7,452,710**	**$ (2,660,539)**	**$ 10,810,789**	**$ (13,471,328)**
Enterprise Funds													
Water and Sanitary Sewer	$ 14,375,050	$ 18,276,177	$ (3,901,127)	$ 3,309,889	$ 2,724,070	$ 585,819	$ 1,754,762	$ (1,168,943)	$ 3,185,256	$ 2,755,287	$ 429,969	$ 1,331,526	$ (901,557)
Village Links/Reserve 22	5,496,100	5,465,828	30,272	402,589	848,902	(446,313)	26,971	(473,284)	386,572	825,984	(439,412)	294,476	(733,888)
Parking	384,000	555,773	(171,773)	73,679	41,113	32,566	18,220	14,346	26,906	89,447	(62,541)	63,455	(125,996)
Residential Solid Waste	1,550,475	1,726,400	(175,925)	389,444	350,061	39,383	-	39,383	420,912	258,217	162,695	123,000	39,695
TOTAL ENTERPRISE FUNDS	**$ 21,805,625**	**$ 26,024,178**	**$ (4,218,553)**	**$ 4,175,601**	**$ 3,964,146**	**$ 211,455**	**$ 1,799,953**	**$ (1,588,498)**	**$ 4,019,646**	**$ 3,928,935**	**$ 90,711**	**$ 1,812,457**	**$ (1,721,746)**
VILLAGE OPERATIONS TOTAL	**$ 55,970,416**	**$ 65,656,709**	**$ (9,686,293)**	**$ 9,445,692**	**$ 11,051,064**	**$ (1,605,372)**	**$ 5,433,626**	**$ (7,038,998)**	**$ 8,811,817**	**$ 11,381,645**	**$ (2,569,828)**	**$ 12,623,246**	**$ (15,193,074)**
Internal Service Funds													
Insurance	$ 3,373,350	$ 3,362,620	$ 10,730	$ 848,338	$ 657,181	$ 191,157	$ -	$ 191,157	$ 814,441	$ 600,278	$ 214,163	$ -	$ 214,163
Equipment Services	1,443,600	1,878,959	(435,359)	402,581	246,260	156,321	186,310	(29,989)	378,274	192,856	185,418	299,814	(114,396)
ST Internal Service Funds	**$ 4,816,950**	**$ 5,241,579**	**$ (424,629)**	**$ 1,250,919**	**$ 903,441**	**$ 347,478**	**$ 186,310**	**$ 161,168**	**$ 1,192,715**	**$ 793,134**	**$ 399,581**	**$ 299,814**	**$ 99,767**
Trust Fund													
Police Pension	**$ 4,199,000**	**$ 2,384,725**	**$ 1,814,275**	**$ (152,882)**	**$ 539,213**	**$ (692,095)**	**$ 625**	**$ (692,720)**	**$ 1,163,134**	**$ 535,525**	**$ 627,609**	**$ -**	**$ 627,609**
VILLAGE TOTAL	**$ 64,986,366**	**$ 73,283,013**	**$ (8,296,647)**	**$ 10,543,729**	**$ 12,493,718**	**$ (1,949,989)**	**$ 5,620,561**	**$ (7,570,550)**	**$ 11,167,666**	**$ 12,710,304**	**$ (1,542,638)**	**$ 12,923,060**	**$ (14,465,698)**

Attachment: Appendix: All Funds Summary March 31 2018 (3297 : Q12018 Quarterly Report)

MEMORANDUM

TO: Finance Commission

FROM: Christina Coyle, Finance Director

DATE: April 12, 2018

RE: March 2018 Financial Update

General Fund Dashboard: Page 1

Revenues in March were $20,540 lower than the prior March and $26,934 higher than the March budget. Building permits have experienced an increase of $44,182 from the prior March and $28,919 from the March budget. Year-to-date, revenues are flat to budget and prior year. Poor performance by sales taxes and court fines is being offset by good performance in building permits and investment income.

Expenditures for March were $240,719 less than the prior March and $50,614 higher than the March budget. The main variance from the prior year is that $300,000 was transferred from the General Fund to the Capital Projects Fund. As part of the funding structure for construction of the new Police Station, the Village is using $1.2 million in federal forfeiture funds. This will be funded over a three year period. The transfer to the Capital Projects Fund in March 2017 was the first of three annual payments. In 2018, a new Forfeiture Fund was started and the transfer will no longer be made from the General Fund; the transfer will be made from the Forfeiture Fund to the Capital Projects Fund. Year-to-date, expenditures are both below the prior year ($142,811) and budget ($120,487)

General Fund Budget Summary: Page 2

Key revenues are discussed on Page 3. Other notable variances include:

- Building Permits: Large permits received includes $9,055 for the McDonald's renovation and $8,055 for athletic field improvements at COD.
- Reimbursements – Other Agencies: As noted above, a $36,780 payment was received form Glen Oak Country Club as part of an annexation agreement in 2017. This payment was received in March in the current year.
- Police/Court Fines/Adjudication: Traffic Court fines are down $20,000 from the prior year and Police Ordinance Fines are down $10,000.
- Investment Income: A change in investment philosophy and increased interest rates have yielded a positive impact on our investment income.
- Forfeiture Funds: This revenue and related expenditures were moved to a separate fund for 2018. Thus, a variance from the prior year will exist all of 2018.
- Facilities Maintenance: The department struggled with vacancies in the prior year. In 2018 to-date the department is fully staffed and thus personnel costs have increased.

- Information Technology: A multimedia position was vacated in the prior year and has not been filled. For 2018, the position was restructured but has not been filled as the Village is evaluating the best way structure the position or if it can be absorbed at the current time.
- Building: Staffing vacancies have caused the department to need temporary help, increasing professional service expenditures. Building reviews are also trending higher than budget, but revenues are also increased.
- Economic Development: The economic development incentive was paid out in March 2017, but will be paid in April 2018. The prior year incentive was $167K.
- Police Operations: As noted above, a transfer of $300,000 was made from the General Fund (Police Operations department) to the Capital Projects Fund in FY17.
- EMS: Two ambulance payments were made in March, versus one in the prior year.
- PW Streets: The beginning of 2017 had a mild, dry winter; whereas the beginning of 2018 had a very snowy start. Snow costs are already above the entire year's budget by $4,762.
- PW Forestry: Tree trimming work is ahead of the prior year and year-to-date budget. Last year, only $7,576 had been spent on tree trimming due to difficulties with the vendor. This year, $42,167 has been spent. The year-to-date budget for tree trimming is $29,000. The total annual budget is $48,240.

Key General Fund Revenues: Page 3

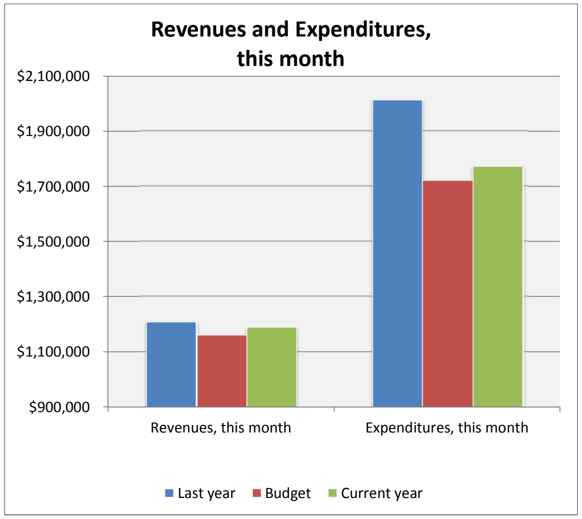
Sales Tax: Sales Tax receipts in March are for sales that originated in December. This is a closely monitored month as it represents December Christmas season sales. Sales taxes were $1,936 below budget and $9,416 below of the prior year. Year-to-date sales tax has a negative year-to-date budget variance of $13,305. The sales tax revenue stream remains in a downward trend.

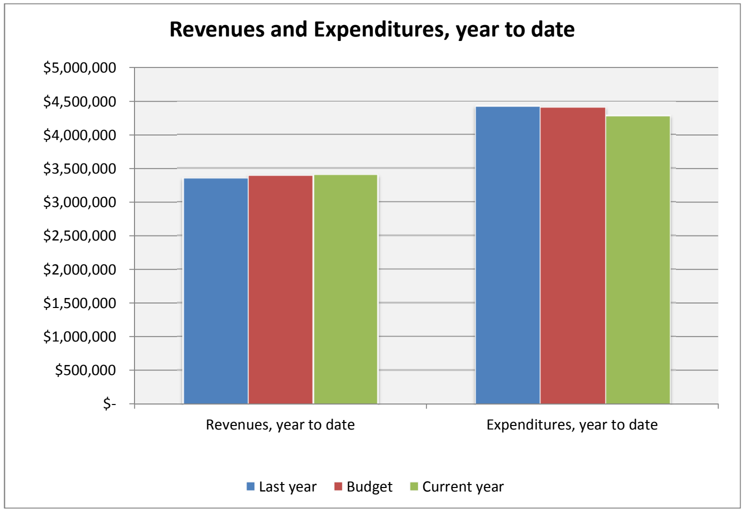
Home Rule Sales Tax: Home Rule Sales Tax receipts in March are for sales that also originated in December. Home Rule Sales Tax is not collected on vehicle sales and food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks, and food which has been prepared for immediate consumption) and certain other medical prescriptions and supplies. Home Rule Sales Tax for March was decreased by $7,881 from the prior year and was $661 higher than the March budget. The home rule sales tax remains in a downward trend; however, not as sharp of a downturn as sales tax.

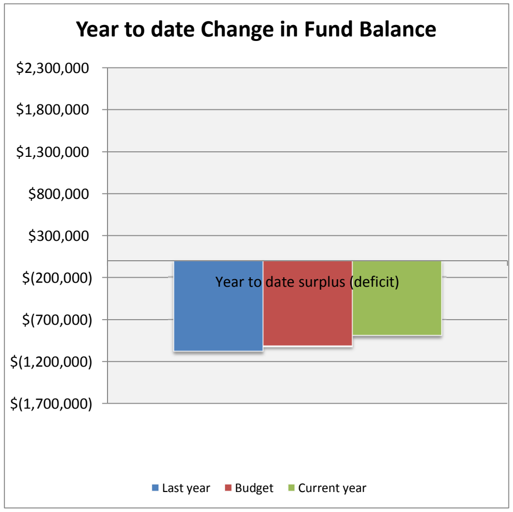
Income Tax: Income tax received in March is for remittances to the state in February. For the first time, the prior year variance and budget variance for income tax is positive for March. The year-to-date variance from the prior year is also positive by $10,542, but still lags the year-to-date budget by $14,816. This is despite reducing the annual budget for 2018 by $250,000. Also on a positive note, starting in February, income tax ended its two year long downward trend. Hopefully this is a sign that this revenue is turning around.

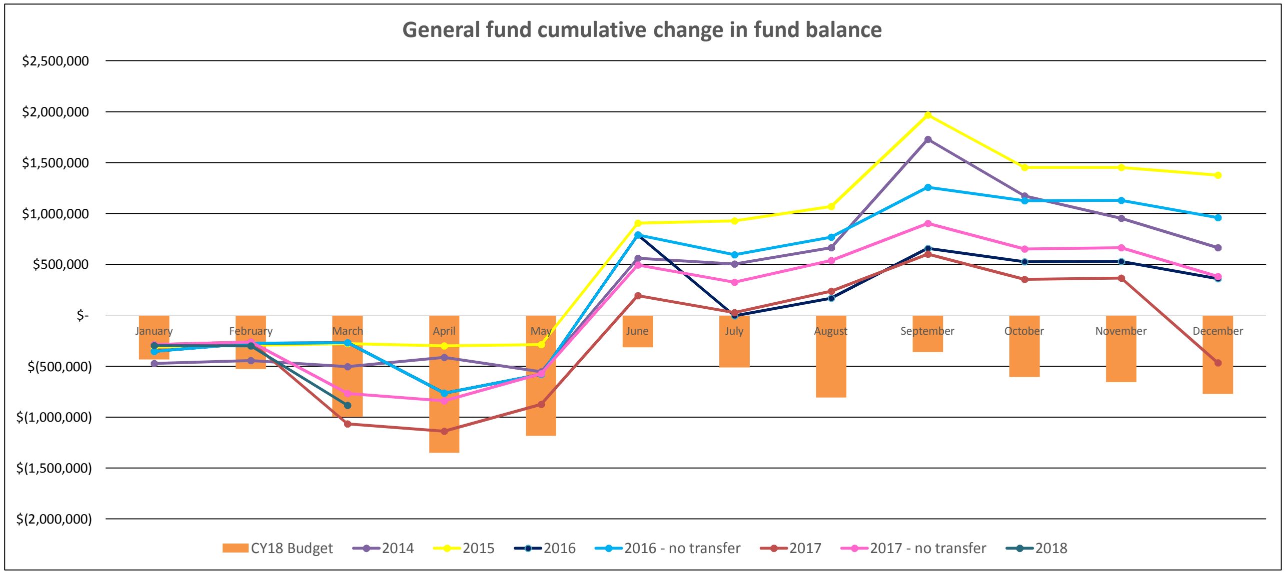
Attachments
March Financials

General Fund Budget Summary
For the Period Ended March 31, 2018







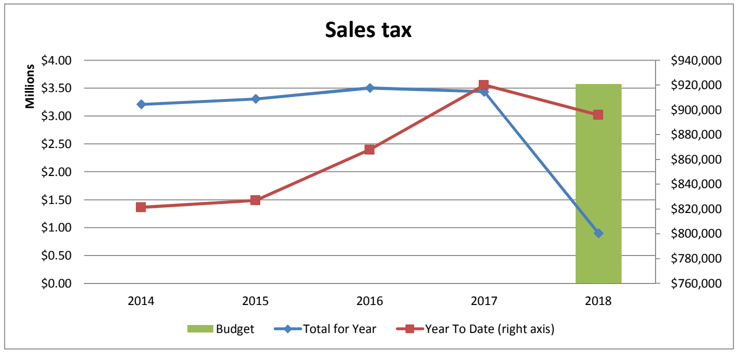


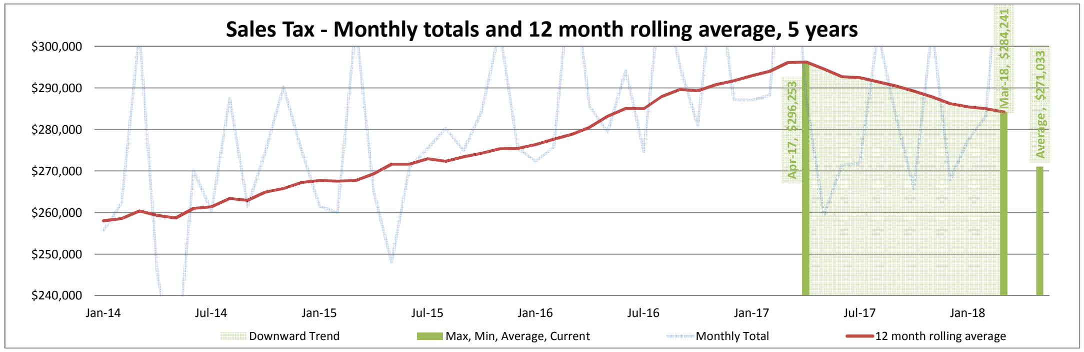
Attachment: Appendix: General Fund Financial Update - 2018-03-31 (3297 : Q12018 Quarterly Report)

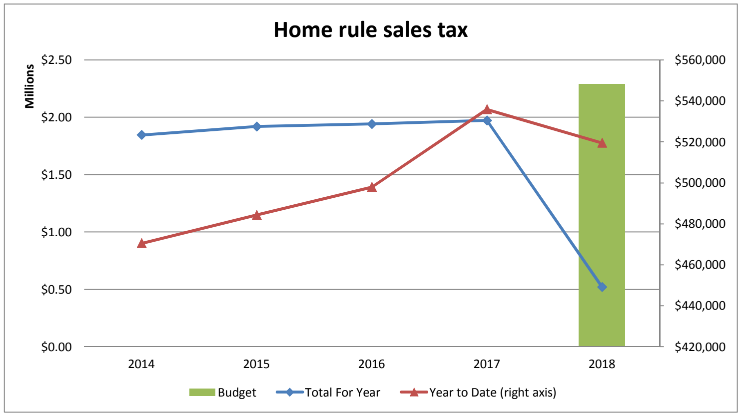
General Fund Budget Summary
For the Period Ended March 31, 2018

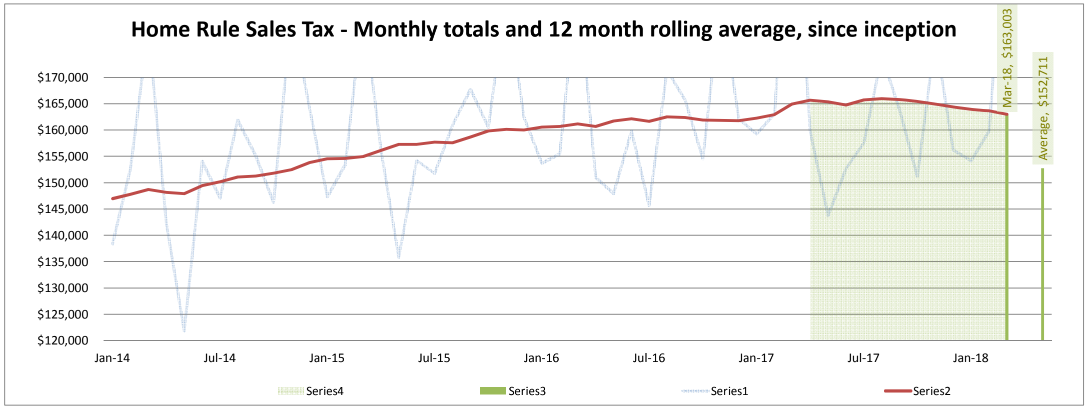
	MONTH							YTD						
	Last Year	Current Budget	Current Year	Variance from LY $	%	Variance from Budget $	%	Last Year	Current Budget	Current Year	Variance from LY $	%	Variance YTD Budget $	%
REVENUES														
TAXES														
Property Tax	526	191	-	(526)	-100%	(191)	-100%	526	348	-	(526)	-100%	(348)	100%
Econ Dev SSA Tax	-	4	-	-	0%	(4)	-100%	-	4	(161)	(161)	100%	(165)	102%
Sales Tax	344,629	337,149	335,213	(9,416)	-3%	(1,936)	-1%	919,936	909,127	895,822	(24,114)	-3%	(13,305)	-1%
Home Rule Sales Tax	213,447	204,905	205,566	(7,881)	-4%	661	0%	535,841	531,153	519,442	(16,399)	-3%	(11,711)	-2%
State Income Tax	144,535	150,724	153,546	9,011	6%	2,822	2%	659,438	684,796	669,980	10,542	2%	(14,816)	-2%
Other Taxes	113,316	108,091	112,942	(374)	0%	4,851	4%	270,790	281,956	282,231	11,441	4%	275	0%
Subtotal Taxes	**816,453**	**801,064**	**807,267**	**(9,186)**	**-1%**	**6,203**	**1%**	**2,386,531**	**2,407,384**	**2,367,314**	**(19,217)**	**-1%**	**(40,070)**	**-2%**
LICENSES & PERMITS														
Vehicle Licenses	144,512	133,256	140,809	(3,703)	-3%	7,553	6%	151,906	141,580	148,143	(3,763)	-2%	6,563	4%
Business Registration	1,110	779	670	(440)	-40%	(109)	-14%	2,560	2,320	4,660	2,100	82%	2,340	50%
Liquor Licenses	20	454	1,483	1,463	7315%	1,029	227%	60	3,350	1,543	1,483	2472%	(1,807)	-117%
Building Permits/Reg./Fees	34,512	49,775	78,694	44,182	128%	28,919	58%	116,273	122,843	153,242	36,969	32%	30,399	20%
Subtotal Licenses & Permits	**180,154**	**184,263**	**221,656**	**41,502**	**23%**	**37,393**	**17%**	**270,799**	**270,094**	**307,588**	**36,789**	**14%**	**37,494**	**12%**
CHARGES & FEES														
Cable Franchise Fees	-	-	-	-	0%	-	0%	152,634	155,000	146,280	(6,354)	-4%	(8,720)	-6%
Ambulance Service Fees	-	-	10	10	100%	10	100%	(129)	-	97	226	-175%	97	100%
Police Service Reimbursements	550	3,665	928	378	69%	(2,737)	-75%	1,710	11,016	6,504	4,794	280%	(4,512)	-69%
Reimbursements - Other Agencies	47,578	19,687	10,873	(36,705)	-77%	(8,814)	-45%	69,174	83,829	77,678	8,504	12%	(6,151)	-8%
Subtotal Charges & Fees	**48,128**	**23,352**	**11,811**	**(36,317)**	**-75%**	**(11,541)**	**-98%**	**223,389**	**249,845**	**230,559**	**7,170**	**3%**	**(19,286)**	**-8%**
OTHER														
Police/Court Fines/Adjudication	54,866	52,687	35,903	(18,963)	-35%	(16,784)	-32%	134,479	141,314	108,417	(26,062)	-19%	(32,897)	-30%
Investment Income	940	1,871	16,931	15,991	1701%	15,060	805%	8,840	10,761	41,640	32,800	371%	30,879	74%
Forfeiture Funds	18,595	-	-	(18,595)	-100%	-	0%	23,216	-	-	(23,216)	-100%	-	0%
Miscellaneous Income	6,603	6,854	14,539	7,936	120%	7,685	112%	60,719	36,727	74,186	13,467	22%	37,459	50%
Transfers from Other Funds	85,054	93,229	82,146	(2,908)	-3%	(11,083)	-12%	255,162	279,688	275,172	20,010	8%	(4,516)	-2%
Subtotal Other	**166,058**	**154,640**	**149,519**	**(16,539)**	**-10%**	**(5,121)**	**-3%**	**482,416**	**468,490**	**499,415**	**16,999**	**4%**	**30,925**	**6%**
Revenue Totals	**1,210,793**	**1,163,319**	**1,190,253**	**(20,540)**	**-2%**	**26,934**	**2%**	**3,363,135**	**3,395,814**	**3,404,876**	**41,741**	**1%**	**9,062**	**0%**
									-					
EXPENDITURES														
Village Board & Clerk	2,264	8,203	7,781	5,517	244%	(422)	-5%	10,489	22,598	15,994	5,505	52%	(6,604)	-29%
Village Manager's Office	98,925	85,654	85,831	(13,094)	-13%	177	0%	200,022	208,985	225,508	25,486	13%	16,523	8%
Law	29,326	39,955	38,357	9,031	31%	(1,598)	-4%	81,780	103,687	82,690	910	1%	(20,997)	-20%
Facilities Maintenance	53,074	75,432	73,417	20,343	38%	(2,015)	-3%	148,713	197,850	182,879	34,166	23%	(14,971)	-8%
Senior Services	10,342	9,895	9,865	(477)	-5%	(30)	0%	22,966	25,507	24,094	1,128	5%	(1,413)	-6%
History Park	58	2,765	1,272	1,214	2093%	(1,493)	-54%	4,240	7,664	4,281	41	1%	(3,383)	-44%
Information Technology*	48,011	44,702	35,105	(12,906)	-27%	(9,597)	-21%	110,500	117,261	87,605	(22,895)	-21%	(29,656)	-25%
Finance - Administration	55,659	60,322	55,467	(192)	0%	(4,855)	-8%	131,706	145,678	129,818	(1,888)	-1%	(15,860)	-11%
Finance - Cashiers Office	42,044	40,390	35,442	(6,602)	-16%	(4,948)	-12%	87,939	87,415	99,881	11,942	14%	12,466	14%
Planning	63,146	65,181	73,537	10,391	16%	8,356	13%	151,357	153,632	163,654	12,297	8%	10,022	7%
Building	74,663	93,356	104,094	29,431	39%	10,738	12%	203,704	227,254	235,588	31,884	16%	8,334	4%
Economic Development	262,870	91,589	83,965	(178,905)	-68%	(7,624)	-8%	317,413	155,587	123,500	(193,913)	-61%	(32,087)	-21%
Police - Administration	129,807	143,475	135,475	5,668	4%	(8,000)	-6%	306,950	342,851	330,706	23,756	8%	(12,145)	-4%
Police - Operations	718,447	488,319	515,730	(202,717)	-28%	27,411	6%	1,462,640	1,290,940	1,299,664	(162,976)	-11%	8,724	1%
Police - Investigations	99,296	103,199	89,106	(10,190)	-10%	(14,093)	-14%	240,789	247,637	213,338	(27,451)	-11%	(34,299)	-14%
Fire	28,932	28,250	27,607	(1,325)	-5%	(643)	-2%	102,382	100,825	92,630	(9,752)	-10%	(8,195)	-8%
EMS	29,573	32,092	62,621	33,048	112%	30,529	95%	115,827	126,650	154,489	38,662	33%	27,839	22%
Public Works - Admin & Eng.**	82,011	85,326	82,744	733	1%	(2,582)	-3%	235,749	206,072	198,560	(37,189)	-16%	(7,512)	-4%
Public Works - Streets	111,379	130,415	164,277	52,898	47%	33,862	26%	312,067	384,083	399,662	87,595	28%	15,579	4%
Public Works - Forestry	74,813	94,787	92,228	17,415	23%	(2,559)	-3%	183,281	256,015	223,162	39,881	22%	(32,853)	-13%
Expenditure Totals	**2,014,640**	**1,723,307**	**1,773,921**	**(240,719)**	**-12%**	**50,614**	**3%**	**4,430,514**	**4,408,190**	**4,287,703**	**(142,811)**	**-3%**	**(120,487)**	**-3%**
Net Surplus / (Deficit)	**(803,847)**	**(559,988)**	**(583,668)**	**220,179**		**(23,680)**		**(1,067,379)**	**(1,012,377)**	**(882,827)**	**184,552**		**129,550**	

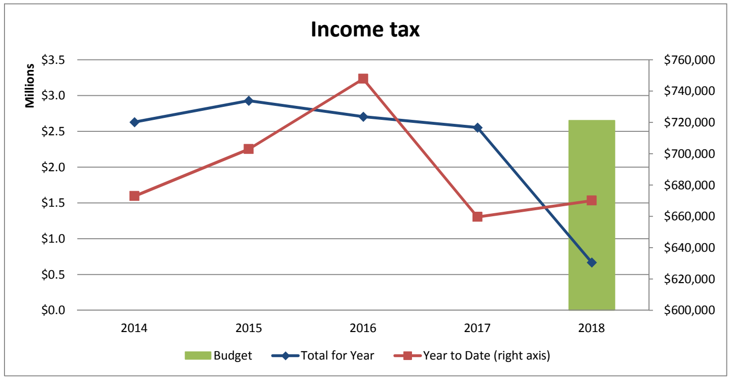
Key General Fund Revenues
For the Period Ended March 31, 2018

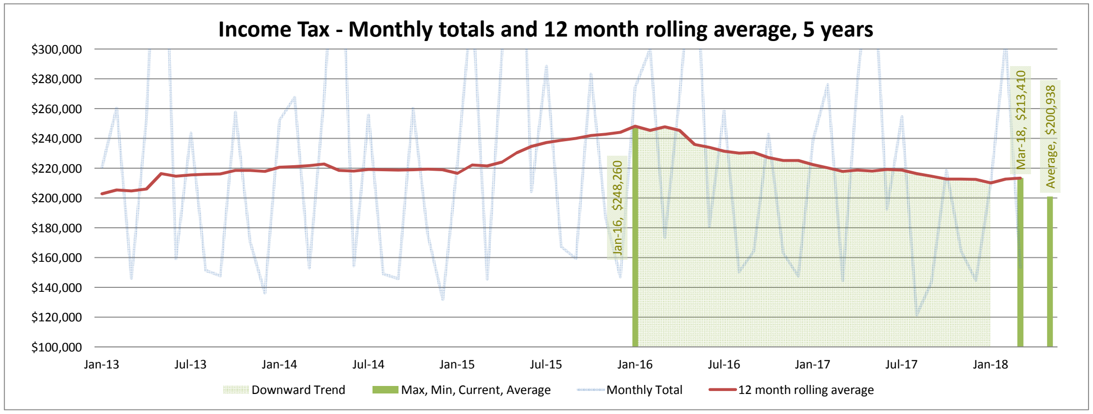












Attachment: Appendix: General Fund Financial Update - 2018-03-31 (3297 : Q12018 Quarterly Report)

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 05/11/18 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Discussion Item
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3300) DOC ID: 3300

Professional Engineer will present a proposed update to the 5-year Capital Plan.

Please see the attached memo and documents.

ATTACHMENTS:

- May 2018 Meeting Memo to FC (PDF)
- Exhibit I - 5 Year CIP Updated 04-06-2018 (PDF)
- Exhibit II - Analysis of Near Term Streets (PDF)
- Exhibit III - Location Map Depicting More Extensive Street Rehabilitation Work (PDF)
- Exhibit IV - 5 Year CIP Updated 05-04-2018 (PDF)

MEMORANDUM

TO: Finance Commission

FROM: Rich Daubert, Professional Engineer

DATE: May 4, 2018

RE: Continued Review of 5-Year Capital Plan and Master Roadway Program Plan

---

Background

The Capital Improvements Commission reviewed the most current version of the Village's 5-Year Capital Plan and Master Roadway Program Plan at the April 10th Meeting of the CIC. As presented at the meeting, the plan projected a $2.2M deficit in the Capital Projects Fund by the end of the 5-year plan which extends to 2022. The 5-Year Plan presented to the CIC in April is attached at Exhibit I. Staff notes that there are many unfunded and unscheduled projects that do not appear in the plan including two potential Parking Garages and the Metra Station/Pedestrian Tunnel project.

While a rather obvious statement, the deficit was due to programmed project costs exceeding anticipated fund revenues. Staff indicated that one of the greatest contributing factors to the deficit was the recent increase in the projected cost of the Central Business District Streetscape project. The project was originally programmed at $4.5M out of the Capital Projects Fund. Based on staff's review, this funding amount is not suffice for the scope of street rehabilitation work that is required in the CBD. As discussed in detail by the CIC, a budget of $10.5M was developed and is recommended as a minimum for the project, exclusive of sewer and water infrastructure improvements. Within the 5-Year Plan, staff approximated the CBD Streetscape Project funding would be allocated as follows: $7.35M Capital, $1.575M Sewer, and $1.575M Water.

In summary, the CIC discussed potential changes to the plan to overcome the deficit such as changing the scope of projects, deferring projects, changing assumptions of the plan including inflation, and borrowing funds.

Subject

As directed by the CIC at its April meeting, staff will be presenting recommended changes to the 5-Year Capital Plan based on prioritization of projects and adjustment of near-term inflation of project costs at the May CIC Meeting. In summary, the changes to the plan eliminate the Capital Projects Fund deficit by reducing the assumed rate of inflation of project costs from 7.5% to 5%, changing the scope of the Bemis Road reconstruction project from a full reconstruction effort to a resurfacing effort, and deferring street work on Duane Street between Lawrence and Dawn. Staff notes that while the 5% inflation rate is still somewhat high, it accounts for project scope creep to a certain extent and staff does not recommend further reduction to a more typical factor of 1-3%.

Staff was asked to evaluate all streets currently programmed for reconstruction and identify whether the streets could be temporarily patched or resurfaced to buy time and what the additional costs would be by deferring the rehabilitation of those streets. Please refer to the attached Exhibit II which includes this information. A location map is also attached as Exhibit III. In summary, staff prioritized rehabilitation of the streets as follows:

I – Highest Priority - Deferral not recommended due to more extensive immediate rehabilitation needs.

II – Second Highest Priority - Deferral not recommended due to more extensive near-term rehabilitation needs and business case to not defer.

III – Third Highest Priority – Deferral should be considered

As part of the prioritization, the need for water and sewer improvements was considered in addition to the pavement condition. The majority of the reconstruction streets do involve needed improvements to the infrastructure including replacement of water mains and water services, sanitary sewer main repairs and service line replacements, and some areas needing storm sewer extensions for public and private drainage.

In summary, deferral of reconstructing Bemis Road is recommended as the most substantial method of eliminating the current deficit projection. While it comes at a significant cost, this assumes the street would be fully improved from an uncurbed rural roadway section to an urban roadway section with curbs, storm sewers, and sidewalks. This combined with the project being programmed at the end of the 5-year plan as well as ongoing review of funding of the project by Glenbard Wastewater Authority, compels staff that this may be an ideal candidate for resurfacing with deferral of reconstruction. While a relatively minor near-term deferral of expenditures (~$350K), delaying rehabilitation of Duane Street between Lawrence and Dawn is recommended in that the street was fairly recently resurfaced with the opportunity to monitor the street for future reconstruction.

Staff adds that the Village Board gave direction to staff in 2014 to take the approach of not reconstructing uncurbed streets such as Bemis Road in their next planned cycle of rehabilitation. This direction was given due to the Capital Projects Fund being utilized to pay debt service towards the new Police Station.

The revised 5-Year plan with the aforementioned changes is attached as Exhibit IV. Note the $2.2M deficit has been eradicated with a ~$1.1M surplus now projected.

Attachment: May 2018 Meeting Memo to FC (3300 : May 2018 5-year Capital Plan Update)

Recommendation/Action Requested

Staff will be discussing the amended 5-year plan with the CIC at its May 8 Meeting for solicitation of input. If ready, staff seeks concurrence or amendment of staff's recommendation which is to stick with the Village's rehabilitation plan for streets, including resurfacing and reconstruction, with the assumed reduction in project cost inflation rates and deferral of the Bemis Road reconstruction project and Duane Street rehabilitation project. Following the May CIC Meeting, staff will be presenting the same matters to the Finance Commission at its May 11th meeting for input. Future discussions will also be had on potential funding sources for the parking garage project with that information being summarized by Finance Director Coyle.

Attachments

Exhibit I - 5-Year Capital Plan Updated 4-6-2018 and Projecting ~$2.2M Deficit
Exhibit II - Analysis of Near Term (5-Year) Streets Involving more Extensive Rehabilitation
Exhibit III - Location Map of Streets Involving More Extensive Rehabilitation
Exhibit IV - 5-Year Capital Plan Updated 5-4-2018 per CIC with Eliminated Deficit

Attachment: May 2018 Meeting Memo to FC (3300 : May 2018 5-year Capital Plan Update)

Exhibit I - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 4/6/2018

Capital Projects Fund

	Capital Fund	CY2017 PROJECTED	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Revenues:							
	Property Taxes	$ 3,588,000	$ 3,705,516	$ 3,816,681	$ 3,931,182	$ 4,049,117	$ 4,170,591
	Telecommunications Tax	760,000	729,600	700,416	672,399	645,503	619,683
	Electricity Use Tax	980,000	980,000	980,000	980,000	980,000	980,000
	Natural Gas Use Tax	314,000	318,710	323,491	328,343	333,268	338,267
	Real Estate Transfer Tax	730,000	753,579	777,920	803,046	828,985	855,761
	Grant Revenue	415,790	3,844,816	-	475,000	-	-
	Sale of Property	750,000	-	-	-	-	-
	Water & Sewer Contribution for Police Project	100,000	-	-	-	-	-
	Forfeiture Funds - To reimburse police station project	300,000	300,000	300,000	260,000	-	-
	Miscellaneous Income	80,000	80,000	83,000	83,830	84,668	85,515
	Interest Income	80,000	60,000	60,600	61,206	61,818	62,436
	Total Revenues	**$ 8,097,790**	**$ 10,772,221**	**$ 7,042,108**	**$ 7,595,007**	**$ 6,983,360**	**$ 7,112,254**
Expenditures:							
Non-Roadway Construction Projects:							
	Minor capital investment/other expenditures	$ 7,500	$ 28,000	$ 16,000	$ 16,000	$ 16,000	$ 16,000
	Village Green Storm Sewer Replacement	-	300,000	-	-	-	-
	Riford Road Drainage Improvements	70,000	-	-	-	-	-
	725 and 729 Riford Various Improvements and Expenditur	36,600	-	-	-	-	-
GF1	Lake Ellyn Improvements	46,010	-	-	-	-	-
	Lake Road Undergrounding	17,000	-	-	-	-	-
	Hill Avenue Bridge	150,000	16,000	-	-	-	-
	Hill Avenue Roadway Improvements (Village Contribution	-	-	180,000	-	-	-
	Hill Avenue Utility Sewer and Water (Phase I)	-	-	-	200,000	-	-
	Prairie Path Resurfacing	38,000	-	-	-	-	-
	Royal Glen Infrastructure Improvements	-	-	-	-	125,000	-
	Saint Charles Road Salt Storage Facility	-	75,000	25,000	-	-	-
	Street Lighting Improvements - CBD	512,500	-	-	-	-	-
	Street Lighting Improvements - 5 Corners	-	70,000	-	-	-	-
	Street Lighting Improvements - Roosevelt Road	14,160	-	-	-	-	-
	Other Projects: Stormwater, Traffic, etc.	111,240	50,000	50,000	50,000	50,000	50,000
	Streetscape and Signage	-	45,000	45,000	-	-	-
	Special Engineering Projects						
GF2	Taylor Avenue Pedestrian Tunnel	171,000	2,900,000	-	-	-	-
	Train Station/Pedestrian Bridge Phase I	100,000	-	-	-	-	-
	CBD Over/Underpass Feasibility Study	-	-	-	-	-	-
GF3	Sidewalk Program	76,440	472,000	200,000	150,000	150,000	150,000
	IDOT Crosswalks	71,164	-	-	-	-	-
	Police Station	9,738,000	-	-	-	-	-
	subtotal non-roadway	11,159,614	3,956,000	516,000	416,000	341,000	216,000
Roadway Rehabilitation Program							
	Pavement Preservation Program	500,000	500,000	500,000	500,000	500,000	500,000
	Pavement Condition Survey	1,950	-	-	25,000	-	-
	Baker Hill Ingress/Egress Improvements	50,000	500,000	-	-	-	-
GF4	Crescent Boulevard Reconstruction	28,396	-	160,000	-	-	-
	Lambert and Taft Intersection Improvements	6,600	-	40,000	-	-	-
	2016 and 2017 Street Resurfacing	1,932,750	-	-	-	-	-
	Elm-Oak-Geneva Improvements	270,000	-	-	-	-	-
	Kenilworth-Alley Improvements	940,000	-	-	-	-	-
	Montclair-East-Davis-Smith Improvements	1,500,000	-	-	-	-	-
GF6	North Park/Main Street Improvements	210,000	2,291,173	-	-	-	-
	Bemis Road Reconstruction (Route 53 to Sunny Brook)	-	-	-	-	150,000	1,890,216
	DuPage (Nicoll to Bryant) & Nicoll (Roosevelt to DuPage) S	-	-	770,000	-	-	-
	2015 Annexation Areas - Glen Crest Subdivision	-	-	-	1,415,676	-	-
	Future Street Resurfacing/Reconstruction Projects	-	1,250,000	4,363,648	1,866,250	5,401,361	3,745,355
	Concrete Street Patching and Rehabilitation Program	-	-	-	550,000	-	550,000
	CBD Underground Improvements Study	155,000	-	-	-	-	-
	CBD Roadway and Streetscape	6,500	250,000	-	7,350,000	-	-
	Sheehan Avenue Improvements	-	-	-	-	-	697,709
	Misc. Project Close Outs	-	-	-	-	-	-
	IFT / General Fund Engineering	270,600	202,900	207,000	211,000	215,000	219,000
	Engineering for Future Projects	70,000	300,000	-	-	-	-
	subtotal road program	5,941,796	5,294,074	6,040,648	11,917,926	7,066,361	7,602,280
	Total Improvements - Capital Projects Fund	**$ 17,101,410**	**$ 9,250,074**	**$ 6,556,648**	**$ 12,333,926**	**$ 7,407,361**	**$ 7,818,280**
	Bond Repayments	**$ 954,044**	**$ 953,544**	**$ 952,844**	**$ 956,494**	**$ 954,544**	**$ 957,144**
	Total Expenditures - Capital Projects Fund	**$ 18,055,454**	**$ 10,203,618**	**$ 7,509,492**	**$ 13,290,420**	**$ 8,361,905**	**$ 8,775,424**
	Change in Fund Balance, Capital Projects Fund	**$ (9,957,664)**	**$ 568,603**	**$ (467,385)**	**$ (5,695,413)**	**$ (1,378,545)**	**$ (1,663,170)**
	Capital Projects Fund Balance, Beginning of Year	**$ 16,424,724**	**$ 6,467,060**	**$ 7,035,663**	**$ 6,568,279**	**$ 872,865**	**$ (505,679)**
	Capital Projects Fund Balance, End of Year	**$ 6,467,060**	**$ 7,035,663**	**$ 6,568,279**	**$ 872,865**	**$ (505,679)**	**$ (2,168,850)**

GF# Grant Funded Project And Corresponding Number Code

Attachment: Exhibit I - 5 Year CIP Updated 04-06-2018 (3300 : May 2018 5-year Capital Plan Update)

Exhibit I - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 4/6/2018

Facilities Maintenance Reserve Fund

Facilities Maintenance Reserve Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Revenues - Facilities Maintenance Reserve Fund	**$ 802,531**	**$ 304,200**	**$ 302,000**	**$ 302,060**	**$ 302,122**	**$ 302,185**
Facilities Maintenance Plan:						
Civic Center	220,248	716,500	877,500	157,500	95,500	47,500
Fire Stations (moved to Fire Service Fund in 2018)	152,820	-	-	-	-	-
Reno Center	107,064	85,000	40,000	85,000	62,000	8,000
Police Station	-	-	5,000	5,000	5,000	5,000
Stacy's Museum and History Center	34,000	10,000	28,000	25,000	20,000	17,500
Churchill Woods	-	75,000	25,000	-	-	-
Total Improvements: Facilities Maintenance Reserve Fund	**$ 514,132**	**$ 886,500**	**$ 975,500**	**$ 272,500**	**$ 182,500**	**$ 78,000**
Change in Fund Balance, FMR Fund	**$ 288,399**	**$ (582,300)**	**$ (673,500)**	**$ 29,560**	**$ 119,622**	**$ 224,185**
FMR Fund Balance, Beginning of Year	**$ 923,709**	**$ 1,212,108**	**$ 629,808**	**$ (43,692)**	**$ (14,132)**	**$ 105,490**
FMR Fund Balance, End of Year	**$ 1,212,108**	**$ 629,808**	**$ (43,692)**	**$ (14,132)**	**$ 105,490**	**$ 329,675**

Motor Fuel Tax Fund

Motor Fuel Tax Fund	CY2017 PROJECTED	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Capital Revenues - Motor Fuel Tax Fund	$ -	$ -	$ -	$ -	$ -	$ -
Crescent Boulevard Reconstruction	131,266	-	-	-	-	-
Total Improvements - MFT Fund	131,266	-	-	-	$ -	$ -
Total Governmental Capital Improvements	**$ 18,700,852**	**$ 11,090,118**	**$ 8,484,992**	**$ 13,562,920**	**$ 8,544,405**	**$ 8,853,424**

** This schedule is project based and excludes the purchases of vehicles and equipment; totals may not tie to the Summary of Budgeted Capital Investment.*

Attachment: Exhibit I - 5 Year CIP Updated 04-06-2018 (3300 : May 2018 5-year Capital Plan Update)

Exhibit I - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 4/6/2018

Water & Sewer Fund

Water & Sanitary Sewer Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Capital Revenues - Water & Sewer Fund	**$ 4,220,000**	**$ 3,167,000**	**$ 3,209,000**	**$ 3,165,000**	**$ 3,251,700**	**$ 3,291,000**
CDBG Grant/Potential SSA to fund Royal Glen	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,885,000**	**$ -**
Water Projects:						
Street Program - subject to change - projects are itemized, if known						
CBD Underground Improvements	$ 50,000	$ -	$ -	$ 2,075,000	$ -	$ -
Elm-Oak Improvements	90,000	-	-	-	-	-
Kenilworth-Alley Improvements	245,000	-	-	-	-	-
Montclair-East-Davis-Smith Improvements	600,000	-	-	-	-	-
North Park/Main Street Improvements	40,000	682,021	-	-	-	-
Bemis Road Reconstruction (Route 53 to Sunny Brook)	-	-	-	-	35,000	735,381
Sheehan Avenue Improvements	-	-	-	-	-	422,844
Crescent Boulevard Reconstruction		-	-	-	-	-
Misc. Project Close Outs	138,680	-	-	-	-	-
Future Street Projects	-	60,000	1,649,037	698,612	$ 1,453,585	$ 1,337,750
Street Repairs	2,500	-	18,000	18,000	18,000	18,000
Non-Roadway Projects:						
Standalone Main Replacements:						
Roosevelt Road Water Main	250,000	250,000	1,000,000	1,000,000	1,000,000	-
Roosevelt Road and Route 53 Water Main Lining	75,000	1,500,000	-	-	-	-
Hill Avenue Water Main	-	50,000	-	500,000	-	-
Royal Glen Infrastructure Improvements	-	75,000	-	-	1,675,000	-
Other Projects:						
Wilson & Newton Pumping Station Rehabilitation	25,000	-	-	-	500,000	-
WPAS & NPAS Rehabilitation	-	-	-	-	-	-
Standby Well Rehabilitation	-	-	-	-	-	-
Reservoir Rehabilitation	-	-	200,000	-	-	-
SCADA Reinstrumentation	-	-	-	-	-	150,000
Water Meter Fixed Network Upgrade	-	297,500	297,500	-	-	-
Reno Center Improvements	-	65,000	-	-	-	-
COD Water Main Acquisition/Looping	-	-	50,000	-	-	-
Engineering for Future Projects	25,000	40,000	-	-	-	-
Subtotal - Water Projects	**$ 1,541,180**	**$ 3,019,521**	**$ 3,214,537**	**$ 4,291,612**	**$ 4,681,585**	**$ 2,663,975**
Sewer Projects:						
Street Program - subject to change - projects are itemized, if known						
CBD Underground Improvements	$ 320,000	$ -	$ -	$ 2,075,000	$ -	$ -
2014 Elm-Geneva Connectors-Cottage	-	-	-	-	-	-
Glenwood-Arbor-Ridgewood	-	-	-	-	-	-
Elm-Oak Improvements	250,000	-	-	-	-	-
Kenilworth-Alley Improvements	245,000	-	-	-	-	-
Montclair-East-Davis-Smith Improvements	800,000	50,000	-	-	-	-
North Park/Main Street Improvements	20,000	214,340	-	-	-	-
Bemis Road Reconstruction (Route 53 to Sunnybrook)	-	-	-	-	37,500	740,061
Sheehan Avenue Improvements	-	-	-	-	-	255,378
General Spots Repairs (Other Streets)	-	135,000	-	-	-	-
Miscellaneous Project Close Outs	-	-	-	-	-	-
Future Street Projects	-	-	1,033,991	826,301	1,050,125	501,196
Street Repairs	2,500	18,000	18,000	18,000	18,000	18,000
Engineering for Future Projects	50,000	135,000	-	-	-	-
Non-Roadway Projects:						
I/I Reduction (Lining + Repairs)	563,452	500,000	500,000	500,000	$ 500,000	$ 500,000
Hill Avenue Sanitary Sewer	-	25,000	-	250,000	-	-
Lift Station Rehab						
Hill Avenue	-	25,000	-	-	-	-
Memory Court	-	75,000	625,000	-	-	-
Surrey	-	-	150,000	-	-	-
South Park	-	-	-	-	-	-
Orchard Place	-	-	-	-	-	400,000
Police Station-Utilities	50,000	-	-	-	-	-
Royal Glen Infrastructure Improvements	-	40,000	-	-	85,000	-
Reno Center Improvements	-	65,000	-	-	-	-
Subtotal - Sewer Projects	**$ 2,300,952**	**$ 1,282,340**	**$ 2,326,991**	**$ 3,669,301**	**$ 1,690,625**	**$ 2,414,636**
Total Improvements - Water & Sewer Fund	**$ 3,842,132**	**$ 4,301,861**	**$ 5,541,528**	**$ 7,960,914**	**$ 8,062,835**	**$ 7,493,246**
Change in Capital Balance, Water & Sewer Fund	**$ 377,868**	**$ (1,134,861)**	**$ (2,332,528)**	**$ (4,795,914)**	**$ (2,926,135)**	**$ (4,202,246)**
Water & Sewer Capital Fund Balance, Beginning of Year	**$ 5,689,135**	**$ 6,067,003**	**$ 4,932,142**	**$ 2,599,614**	**$ (2,196,300)**	**$ (5,122,435)**
Water & Sewer Capital Fund Balance, End of Year	**$ 6,067,003**	**$ 4,932,142**	**$ 2,599,614**	**$ (2,196,300)**	**$ (5,122,435)**	**$ (9,324,681)**

Exhibit I - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 4/6/2018

Parking Fund

	Parking Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
	Civic Center Parking Lot Resurfacing	$ 45,000	$ -	$ -	$ -	$ -	$ -
	Crescent East Parking Lot Resurfacing	-	-	46,818	-	-	-
	Crescent West Parking Lot Resurfacing	-	-	32,773	-	-	-
	Duane/Glenwood Paver Maintenance	-	-	-	-	-	-
	Duane/Lorraine Parking Lot Resurfacing	202,500	-	-	-	-	-
	Forest/Duane Parking Lot Resurfacing	12,000	-	-	-	-	-
	Glenwood/Crescent Parking Lot Resurfacing	-	-	-	-	-	-
	History Center Parking Lot Resurfacing	16,000	-	-	-	-	-
	Main/Glenwood East Lot Resurfacing	-	-	-	-	-	96,607
	Main/Glenwood West Lot Resurfacing	-	-	42,136	-	-	-
	Main/Glenwood Retaining Wall Replacement	19,000		250,000			
	Main/Penn Lot Resurfacing	-	140,000	-	-	-	-
	Montclair Commuter Lot Resurfacing	-	-	-	-	132,598	-
	Shock's Square	-	35,000	-	-	-	-
	Stuart East Parking Lot Resurfacing	-	-	-	-	-	-
	Stuart West Parking Lot Resurfacing	-	-	-	-	-	-
	General Parking Lot Maintenance	20,500	10,000	10,000	10,000	$ 10,000	$ 10,000
	Wayfinding Signage	-	50,000	-	-	-	-
	Electronic Payboxes in Duane/Lorraine Lot	24,000	-	-	-	-	-
	CBD Surface Parking Lot Light Conversion HPS to LED	30,000	-	-	-	-	-
	Total Improvements - Parking Fund	**$ 324,000**	**$ 235,000**	**$ 381,727**	**$ 10,000**	**$ 142,598**	**$ 106,607**

Grants

GF6	North Park /Main Street	$ -	$ 1,599,000	$ -	$ -	$ -	-
GF1	Lake Ellyn OCS Community Development Block Grant Disas	279,500	-	-	-	-	-
GF1	Lake Ellyn OCS Project Park District Contribution Towards D	-	-	-	-	-	-
	Lambert and Taft Highway Safety Improvement (Not Yet Se	-	-	-	-	-	-
GF8	Central Business District Lighting Grant	-	-	-	-	-	-
GF9	Central Business District STP LAFO Grant	-	-	-	475,000	-	-
	Crescent Boulevard STP Resurfacing (Lake to East Village Li	-	-	-	-	-	-
GF3	CMAQ Crosswalk Improvements-53/Pershing; Nicoll/Rvlt; Lambert/Rvlt.	54,790	85,816	-	-	-	-
GF5	Geneva Road Sidewalk Cost Share With DuPage County	-	-	-	-	-	-
	Geneva Road Stormwater Improvements	52,500	-	-	-	-	-
	Lake Road Underground Contributions	20,000					
	Sale of Lake Road Right-Of-Way	9,000					
GF2	Taylor Street Underpass	-	2,160,000	-	-	-	-
	Newton Storm Sewer - DCEO Grant	-	-	-	-	-	-
	Total Grants	**$ 415,790**	**$ 3,844,816**	**$ -**	**$ 475,000**	**$ -**	**$ -**

GF4 The project costs for Crescent Boulevard already account for the associated grants

** This schedule is project based and excludes the purchases of vehicles and equipment; totals may not tie to the Summary of Budgeted Capital Investment. This project is also on a cash flow basis and contemplates when project payments will occur rather than the year they will be approved in the budget. An example would be a project that is approved in the 2017 budget, but has payments that will be made in 2018 as work progresses on the project. Thus, this schedule will not correlate directly to budgeted amounts.*

**Revenues are included for those funds that have dedicated capital revenue streams.

Attachment: Exhibit I - 5 Year CIP Updated 04-06-2018 (3300 : May 2018 5-year Capital Plan Update)

Exhibit II

Analysis of Near Term (5-Year) Streets Programmed for Extenstive Rehabilitation

Year	Street	Prioritization	RC	RSC	RSD	FRC	DC
2019	Carleton: South End to DuPage	II	$343,815	$57,302	$28,651	$462,058	$146,895
2019	Windsor: Sawyer to Hillside	I	$975,190	$116,094	$58,047	$1,310,574	$393,431
2019	Sawyer: Lorraine to West End	I	$354,409	$42,192	$21,096	$476,296	$142,983
2019	Chesterfield: Lorraine to West End	I	$478,369	$56,949	$28,474	$642,888	$192,993
2019	Phillips: Lorraine to Vine	I	$365,462	$43,507	$21,754	$491,151	$147,442
2019	Vine: Hillside to Ridgewood	I	$441,526	$52,563	$26,281	$593,374	$178,129
2019	Ridgewood: Kenilworth to Brandon	I	$728,845	$86,767	$43,384	$979,506	$294,045
2020	Duane St.: Lawrence to Dawn	III	$390,554	$0	$0	$524,872	$134,318
2020	Evergreen Av: Duane to Hillside	II	$287,289	$47,882	$23,941	$386,092	$122,744
2020	Dawn Ave: Duane to Hillside	II	$235,768	$39,294	$19,647	$316,852	$100,731
2020	Center St: Evergreen to Lorraine	II	$237,305	$39,551	$19,775	$318,918	$101,388
2021	Crescent Drive: Crescent to North End	I	$213,394.28	$35,565	$17,783	$286,784	$91,172
2021	Colcord Pl.: Crescent to North End	II	$499,043.11	$83,174	$41,587	$670,672	$213,216
2021	Carleton: Hill to North End	II	$189,176.83	$31,529	$15,765	$254,238	$80,826
2021	Van Damin: Highview to North End	II	$225,093.52	$37,516	$18,758	$302,507	$96,171
2021	Shady Lane: Indian to East End	II	$360,336.83	$42,897	$21,448	$484,263	$145,374
2021	Indian Drive: Roslyn to Shady	II	$576,375.14	$68,616	$34,308	$774,600	$232,533
2021	Memory Ct: Indian to East End	II	$154,453.47	$18,388	$9,194	$207,573	$62,313
2022	Bemis Road from IL-53 to Sunnybrook	III	$1,896,764	$189,676	$94,838	$2,549,092	$747,166

<u>Index</u>

I - Highest Priority - Deferral not recommended due to more extenstive immediate rehabilitation needs

II - Second Highest Priority - Deferral not recommended due to more extenive near-term rehabilitation needs and business case

III - Third Highest Priority - Deferral should be considered

RC - Cost of Properly Rehabilitating the Street Within the Programmed Year

RSC - Cost of Resurfacing the Street Within the Programmed Year In Lieu of RC

RSD - Depreciation of Resurfacing at time of Future Rehabilitation

FRC - Cost of Properly Rehabilitation the Street 10 Years from Original Programmed Year

DC - Cost of Deferring Rehabilitation = FRC + RSD - RC

Attachment: Exhibit III - Location Map Depicting More Extensive Street Rehabilitation Work (3300 : May 2018 5-year Capital Plan Update)

Exhibit II - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 5-4-18

Capital Projects Fund

	Capital Fund	CY2017 PROJECTED	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Revenues:							
	Property Taxes	$ 3,588,000	$ 3,705,516	$ 3,816,681	$ 3,931,182	$ 4,049,117	$ 4,170,591
	Telecommunications Tax	760,000	729,600	700,416	672,399	645,503	619,683
	Electricity Use Tax	980,000	980,000	980,000	980,000	980,000	980,000
	Natural Gas Use Tax	314,000	318,710	323,491	328,343	333,268	338,267
	Real Estate Transfer Tax	730,000	753,579	777,920	803,046	828,985	855,761
	Grant Revenue	415,790	3,844,816	-	475,000	-	-
	Sale of Property	750,000	-	-	-	-	-
	Water & Sewer Contribution for Police Project	100,000	-	-	-	-	-
	Forfeiture Funds - To reimburse police station project	300,000	300,000	300,000	260,000	-	-
	Miscellaneous Income	80,000	80,000	83,000	83,830	84,668	85,515
	Interest Income	80,000	60,000	60,600	61,206	61,818	62,436
	Total Revenues	**$ 8,097,790**	**$ 10,772,221**	**$ 7,042,108**	**$ 7,595,007**	**$ 6,983,360**	**$ 7,112,254**
Expenditures:							
Non-Roadway Construction Projects:							
	Minor capital investment/other expenditures	$ 7,500	$ 28,000	$ 16,000	$ 16,000	$ 16,000	$ 16,000
	Village Green Storm Sewer Replacement	-	300,000	-	-	-	-
	Riford Road Drainage Improvements	70,000	-	-	-	-	-
	725 and 729 Riford Various Improvements and Expenditur	36,600	-	-	-	-	-
GF1	Lake Ellyn Improvements	46,010	-	-	-	-	-
	Lake Road Undergrounding	17,000	-	-	-	-	-
	Hill Avenue Bridge	150,000	16,000	-	-	-	-
	Hill Avenue Roadway Improvements (Village Contribution	-	-	180,000	-	-	-
	Hill Avenue Utility Sewer and Water (Phase I)	-	-	-	200,000	-	-
	Prairie Path Resurfacing	38,000	-	-	-	-	-
	Royal Glen Infrastructure Improvements	-	-	-	-	125,000	-
	Saint Charles Road Salt Storage Facility	-	75,000	25,000	-	-	-
	Street Lighting Improvements - CBD	512,500	-	-	-	-	-
	Street Lighting Improvements - 5 Corners	-	70,000	-	-	-	-
	Street Lighting Improvements - Roosevelt Road	14,160	-	-	-	-	-
	Other Projects: Stormwater, Traffic, etc.	111,240	50,000	50,000	50,000	50,000	50,000
	Streetscape and Signage	-	45,000	45,000	-	-	-
	Special Engineering Projects						
GF2	Taylor Avenue Pedestrian Tunnel	171,000	2,900,000	-	-	-	-
	Train Station/Pedestrian Bridge Phase I	100,000	-	-	-	-	-
	CBD Over/Underpass Feasibility Study	-	-	-	-	-	-
GF3	Sidewalk Program	76,440	472,000	200,000	150,000	150,000	150,000
	IDOT Crosswalks	71,164	-	-	-	-	-
	Police Station	9,738,000	-	-	-	-	-
	subtotal non-roadway	11,159,614	3,956,000	516,000	416,000	341,000	216,000
Roadway Rehabilitation Program							
	Pavement Preservation Program	500,000	500,000	500,000	500,000	500,000	500,000
	Pavement Condition Survey	1,950	-	-	25,000	-	-
	Baker Hill Ingress/Egress Improvements	50,000	500,000	-	-	-	-
GF4	Crescent Boulevard Reconstruction	28,396	-	160,000	-	-	-
	Lambert and Taft Intersection Improvements	6,600	-	40,000	-	-	-
	2016 and 2017 Street Resurfacing	1,932,750	-	-	-	-	-
	Elm-Oak-Geneva Improvements	270,000	-	-	-	-	-
	Kenilworth-Alley Improvements	940,000	-	-	-	-	-
	Montclair-East-Davis-Smith Improvements	1,500,000	-	-	-	-	-
GF6	North Park/Main Street Improvements	210,000	2,291,173	-	-	-	-
	Bemis Road Reconstruction (Route 53 to Sunny Brook)	-	-	-	-	150,000	189,676
	DuPage (Nicoll to Bryant) & Nicoll (Roosevelt to DuPage) S	-	-	770,000	-	-	-
	2015 Annexation Areas - Glen Crest Subdivision	-	-	-	1,288,508	-	-
	Future Street Resurfacing/Reconstruction Projects	-	1,250,000	4,066,234	1,308,053	4,540,522	3,952,332
	Concrete Street Patching and Rehabilitation Program	-	-	-	550,000	-	550,000
	CBD Underground Improvements Study	155,000	-	-	-	-	-
	CBD Roadway and Streetscape	6,500	250,000	-	7,350,000	-	-
	Sheehan Avenue Improvements	-	-	-	-	-	697,709
	Misc. Project Close Outs	-	-	-	-	-	-
	IFT / General Fund Engineering	270,600	202,900	207,000	211,000	215,000	219,000
	Engineering for Future Projects	70,000	300,000	-	-	-	-
	subtotal road program	5,941,796	5,294,074	5,743,234	11,232,561	6,205,522	6,108,717
	Total Improvements - Capital Projects Fund	**$ 17,101,410**	**$ 9,250,074**	**$ 6,259,234**	**$ 11,648,561**	**$ 6,546,522**	**$ 6,324,717**
	Bond Repayments	**$ 954,044**	**$ 953,544**	**$ 952,844**	**$ 956,494**	**$ 954,544**	**$ 957,144**
	Total Expenditures - Capital Projects Fund	**$ 18,055,454**	**$ 10,203,618**	**$ 7,212,078**	**$ 12,605,055**	**$ 7,501,066**	**$ 7,281,861**
	Change in Fund Balance, Capital Projects Fund	**$ (9,957,664)**	**$ 568,603**	**$ (169,970)**	**$ (5,010,048)**	**$ (517,706)**	**$ (169,608)**
	Capital Projects Fund Balance, Beginning of Year	**$ 16,424,724**	**$ 6,467,060**	**$ 7,035,663**	**$ 6,865,693**	**$ 1,855,645**	**$ 1,337,939**
	Capital Projects Fund Balance, End of Year	**$ 6,467,060**	**$ 7,035,663**	**$ 6,865,693**	**$ 1,855,645**	**$ 1,337,939**	**$ 1,168,332**

GF# Grant Funded Project And Corresponding Number Code

Attachment: Exhibit IV - 5 Year CIP Updated 05-04-2018 (3300 : May 2018 5-year Capital Plan Update)

Exhibit II - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 5-4-18

Facilities Maintenance Reserve Fund

Facilities Maintenance Reserve Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Revenues - Facilities Maintenance Reserve Fund	**$ 802,531**	**$ 304,200**	**$ 302,000**	**$ 302,060**	**$ 302,122**	**$ 302,185**
Facilities Maintenance Plan:						
Civic Center	220,248	716,500	877,500	157,500	95,500	47,500
Fire Stations (moved to Fire Service Fund in 2018)	152,820	-	-	-	-	-
Reno Center	107,064	85,000	40,000	85,000	62,000	8,000
Police Station	-	-	5,000	5,000	5,000	5,000
Stacy's Museum and History Center	34,000	10,000	28,000	25,000	20,000	17,500
Churchill Woods	-	75,000	25,000	-	-	-
Total Improvements: Facilities Maintenance Reserve Fund	**$ 514,132**	**$ 886,500**	**$ 975,500**	**$ 272,500**	**$ 182,500**	**$ 78,000**
Change in Fund Balance, FMR Fund	**$ 288,399**	**$ (582,300)**	**$ (673,500)**	**$ 29,560**	**$ 119,622**	**$ 224,185**
FMR Fund Balance, Beginning of Year	**$ 923,709**	**$ 1,212,108**	**$ 629,808**	**$ (43,692)**	**$ (14,132)**	**$ 105,490**
FMR Fund Balance, End of Year	**$ 1,212,108**	**$ 629,808**	**$ (43,692)**	**$ (14,132)**	**$ 105,490**	**$ 329,675**

Motor Fuel Tax Fund

Motor Fuel Tax Fund	CY2017 PROJECTED	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Capital Revenues - Motor Fuel Tax Fund	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Crescent Boulevard Reconstruction	131,266	-	-	-	-	-
Total Improvements - MFT Fund	131,266	-	-	-	$ -	$ -
Total Governmental Capital Improvements	**$ 18,700,852**	**$ 11,090,118**	**$ 8,187,578**	**$ 12,877,555**	**$ 7,683,566**	**$ 7,359,861**

** This schedule is project based and excludes the purchases of vehicles and equipment; totals may not tie to the Summary of Budgeted Capital Investment.*

Attachment: Exhibit IV - 5 Year CIP Updated 05-04-2018 (3300 : May 2018 5-year Capital Plan Update)

Exhibit II - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 5-4-18

Water & Sewer Fund

Water & Sanitary Sewer Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
Capital Revenues - Water & Sewer Fund	**$ 4,220,000**	**$ 3,167,000**	**$ 3,209,000**	**$ 3,165,000**	**$ 3,251,700**	**$ 3,291,000**
CDBG Grant/Potential SSA to fund Royal Glen	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,885,000**	**$ -**
Water Projects:						
Street Program - subject to change - projects are itemized, if known						
CBD Underground Improvements	$ 50,000	$ -	$ -	$ 2,075,000	$ -	$ -
Elm-Oak Improvements	90,000	-	-	-	-	-
Kenilworth-Alley Improvements	245,000	-	-	-	-	-
Montclair-East-Davis-Smith Improvements	600,000	-	-	-	-	-
North Park/Main Street Improvements	40,000	682,021	-	-	-	-
Bemis Road Reconstruction (Route 53 to Sunny Brook)	-	-	-	-	35,000	735,381
Sheehan Avenue Improvements	-	-	-	-	-	422,844
Crescent Boulevard Reconstruction		-	-	-	-	-
Misc. Project Close Outs	138,680	-	-	-	-	-
Future Street Projects	-	60,000	1,649,037	698,612	$ 1,453,585	$ 1,337,750
Street Repairs	2,500	-	18,000	18,000	18,000	18,000
Non-Roadway Projects:						
Standalone Main Replacements:						
Roosevelt Road Water Main	250,000	250,000	1,000,000	1,000,000	1,000,000	-
Roosevelt Road and Route 53 Water Main Lining	75,000	1,500,000	-	-	-	-
Hill Avenue Water Main	-	50,000	-	500,000	-	-
Royal Glen Infrastructure Improvements	-	75,000	-	-	1,675,000	-
Other Projects:						
Wilson & Newton Pumping Station Rehabilitation	25,000	-	-	-	500,000	-
WPAS & NPAS Rehabilitation	-	-	-	-	-	-
Standby Well Rehabilitation	-	-	-	-	-	-
Reservoir Rehabilitation	-	-	200,000	-	-	-
SCADA Reinstrumentation	-	-	-	-	-	150,000
Water Meter Fixed Network Upgrade	-	297,500	297,500	-	-	-
Reno Center Improvements	-	65,000	-	-	-	-
COD Water Main Acquisition/Looping	-	-	50,000	-	-	-
Engineering for Future Projects	25,000	40,000	-	-	-	-
Subtotal - Water Projects	**$ 1,541,180**	**$ 3,019,521**	**$ 3,214,537**	**$ 4,291,612**	**$ 4,681,585**	**$ 2,663,975**
Sewer Projects:						
Street Program - subject to change - projects are itemized, if known						
CBD Underground Improvements	$ 320,000	$ -	$ -	$ 2,075,000	$ -	$ -
2014 Elm-Geneva Connectors-Cottage	-	-	-	-	-	-
Glenwood-Arbor-Ridgewood	-	-	-	-	-	-
Elm-Oak Improvements	250,000	-	-	-	-	-
Kenilworth-Alley Improvements	245,000	-	-	-	-	-
Montclair-East-Davis-Smith Improvements	800,000	50,000	-	-	-	-
North Park/Main Street Improvements	20,000	214,340	-	-	-	-
Bemis Road Reconstruction (Route 53 to Sunnybrook)	-	-	-	-	37,500	740,061
Sheehan Avenue Improvements	-	-	-	-	-	255,378
General Spots Repairs (Other Streets)	-	135,000	-	-	-	-
Miscellaneous Project Close Outs	-	-	-	-	-	-
Future Street Projects	-	-	1,033,991	826,301	1,050,125	501,196
Street Repairs	2,500	18,000	18,000	18,000	18,000	18,000
Engineering for Future Projects	50,000	135,000	-	-	-	-
Non-Roadway Projects:						
I/I Reduction (Lining + Repairs)	563,452	500,000	500,000	500,000	$ 500,000	$ 500,000
Hill Avenue Sanitary Sewer	-	25,000	-	250,000	-	-
Lift Station Rehab						
Hill Avenue	-	25,000	-	-	-	-
Memory Court	-	75,000	625,000	-	-	-
Surrey	-	-	150,000	-	-	-
South Park	-	-	-	-	-	-
Orchard Place	-	-	-	-	-	400,000
Police Station-Utilities	50,000	-	-	-	-	-
Royal Glen Infrastructure Improvements	-	40,000	-	-	85,000	-
Reno Center Improvements	-	65,000	-	-	-	-
Subtotal - Sewer Projects	**$ 2,300,952**	**$ 1,282,340**	**$ 2,326,991**	**$ 3,669,301**	**$ 1,690,625**	**$ 2,414,636**
Total Improvements - Water & Sewer Fund	**$ 3,842,132**	**$ 4,301,861**	**$ 5,541,528**	**$ 7,960,914**	**$ 8,062,835**	**$ 7,493,246**
Change in Capital Balance, Water & Sewer Fund	**$ 377,868**	**$ (1,134,861)**	**$ (2,332,528)**	**$ (4,795,914)**	**$ (2,926,135)**	**$ (4,202,246)**
Water & Sewer Capital Fund Balance, Beginning of Year	**$ 5,689,135**	**$ 6,067,003**	**$ 4,932,142**	**$ 2,599,614**	**$ (2,196,300)**	**$ (5,122,435)**
Water & Sewer Capital Fund Balance, End of Year	**$ 6,067,003**	**$ 4,932,142**	**$ 2,599,614**	**$ (2,196,300)**	**$ (5,122,435)**	**$ (9,324,681)**

Exhibit II - Village of Glen Ellyn
5-Year Capital Improvement Plan
Updated 5-4-18

Parking Fund

	Parking Fund	CY2017 FORECAST	CY2018 FORECAST	CY2019 FORECAST	CY2020 FORECAST	CY2021 FORECAST	CY2022 FORECAST
	Civic Center Parking Lot Resurfacing	$ 45,000	$ -	$ -	$ -	$ -	$ -
	Crescent East Parking Lot Resurfacing	-	-	46,818	-	-	-
	Crescent West Parking Lot Resurfacing	-	-	32,773	-	-	-
	Duane/Glenwood Paver Maintenance	-	-	-	-	-	-
	Duane/Lorraine Parking Lot Resurfacing	202,500	-	-	-	-	-
	Forest/Duane Parking Lot Resurfacing	12,000	-	-	-	-	-
	Glenwood/Crescent Parking Lot Resurfacing	-	-	-	-	-	-
	History Center Parking Lot Resurfacing	16,000	-	-	-	-	-
	Main/Glenwood East Lot Resurfacing	-	-	-	-	-	96,607
	Main/Glenwood West Lot Resurfacing	-	-	42,136	-	-	-
	Main/Glenwood Retaining Wall Replacement	19,000		250,000			
	Main/Penn Lot Resurfacing	-	140,000	-	-	-	-
	Montclair Commuter Lot Resurfacing	-	-	-	-	132,598	-
	Shock's Square	-	35,000	-	-	-	-
	Stuart East Parking Lot Resurfacing	-	-	-	-	-	-
	Stuart West Parking Lot Resurfacing	-	-	-	-	-	-
	General Parking Lot Maintenance	20,500	10,000	10,000	10,000	$ 10,000	$ 10,000
	Wayfinding Signage	-	50,000	-	-	-	-
	Electronic Payboxes in Duane/Lorraine Lot	24,000	-	-	-	-	-
	CBD Surface Parking Lot Light Conversion HPS to LED	30,000	-	-	-	-	-
	Total Improvements - Parking Fund	**$ 324,000**	**$ 235,000**	**$ 381,727**	**$ 10,000**	**$ 142,598**	**$ 106,607**

Grants

GF6	North Park /Main Street	$ -	$ 1,599,000	$ -	$ -	$ -	-
GF1	Lake Ellyn OCS Community Development Block Grant Disast	279,500	-	-	-	-	-
GF1	Lake Ellyn OCS Project Park District Contribution Towards D	-	-	-	-	-	-
	Lambert and Taft Highway Safety Improvement (Not Yet Se	-	-	-	-	-	-
GF8	Central Business District Lighting Grant	-	-	-	-	-	-
GF9	Central Business District STP LAFO Grant	-	-	-	475,000	-	-
	Crescent Boulevard STP Resurfacing (Lake to East Village Lin	-	-	-	-	-	-
GF3	CMAQ Crosswalk Improvements-53/Pershing; Nicoll/Rvlt; Lambert/Rvlt.	54,790	85,816	-	-	-	-
GF5	Geneva Road Sidewalk Cost Share With DuPage County	-	-	-	-	-	-
	Geneva Road Stormwater Improvements	52,500	-	-	-	-	-
	Lake Road Underground Contributions	20,000					
	Sale of Lake Road Right-Of-Way	9,000					
GF2	Taylor Street Underpass	-	2,160,000	-	-	-	-
	Newton Storm Sewer - DCEO Grant	-	-	-	-	-	-
	Total Grants	**$ 415,790**	**$ 3,844,816**	**$ -**	**$ 475,000**	**$ -**	**$ -**

GF4 The project costs for Crescent Boulevard already account for the associated grants

** This schedule is project based and excludes the purchases of vehicles and equipment; totals may not tie to the Summary of Budgeted Capital Investment.*
This project is also on a cash flow basis and contemplates when project payments will occur rather than the year they will be approved in the budget. An example would be a project that is approved in the 2017 budget, but has payments that will be made in 2018 as work progresses on the project. Thus, this schedule will not correlate directly to budgeted amounts.

**Revenues are included for those funds that have dedicated capital revenue streams.

Attachment: Exhibit IV - 5 Year CIP Updated 05-04-2018 (3300 : May 2018 5-year Capital Plan Update)